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# INVENTORY OF TOWN AND CITY ARCHIVES OF MASSACHUSETTS

NO.14 WORCESTER COUNTY  
**VOL.V BERLIN**

GOVERNMENT PUBLICATIONS

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THE HISTORICAL RECORDS SURVEY  
DIVISION OF COMMUNITY SERVICE PROGRAMS  
WORKS PROGRESS ADMINISTRATION

THE HISTORICAL RECORDS SURVEY  
BOSTON, MASS.  
1941



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OF MASSACHUSETTS

No. 14. Worcester County

Vol. V. Berlin

Prepared by  
The Historical Records Survey  
Division of Community Service Programs  
Work Projects Administration

The Historical Records Survey  
Boston, Massachusetts  
1941



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## PREFACE

By authority of a Presidential Letter, the Historical Records Survey was established in January, 1936, under the national direction of Dr. Luther H. Evans, as a federally sponsored project of the Work Projects Administration. Since August 31, 1939, the sponsorship of the Massachusetts unit of the survey has been undertaken by Frederic W. Cook, Secretary of the Commonwealth. Since March, 1940 the individual state projects of the Historical Records Survey have been under the national direction of Sargent B. Child, who, as field representative of Dr. Evans, had had technical supervision of the work of the survey in New England from its inception. The present writer has been in direct charge of the project in Massachusetts from August 1936 to September 1940 when he was succeeded by Aron S. Gilmartin.

The purpose of the project is to survey, preserve and render accessible historical source materials of all kinds. Its work has fallen naturally into the following main divisions: public records, private manuscripts, church records, early American imprints, historical portraits and newspapers. Practically all historical material falls under one or another of these divisions. In bringing this material under control certain techniques have been found practicable, depending on the nature of the subject matter, and using variously the methods of the inventory, the guide, the calendar, the check list or the index in the publication of the result. For public records, church records and portraits, the method of the inventory has worked best; for historical manuscripts, the guide or, in rare cases where the material was of unusual importance, the calendar; for imprints, the check list; for newspaper and court records, the index; and so on.

The actual work of gathering information concerning historical materials at their place of storage or custody has in most cases been preceded by a most necessary and, for both the custodian and posterity, important task, that of putting records in order; of cleaning, dusting, re-filing, and treating them; and, in short, doing everything possible to ensure their preservation. This function of the project, often performed by its workers under almost indescribable conditions of dust, filth, dampness, poor ventilation, and even vermin may well be regarded by future generations as a most important contribution of the survey.

Scarcely less important, however, are the editorial processes to which all field information must be subjected before publication. Here gaps and inadequacies are spotted, inconsistencies reconciled, and order brought out of chaos. In the field of public records it has been found necessary not only to sketch briefly the history of the county or town and its government but also to preface the inventory of each subordinate office or institution with an outline of its development, based upon its own records or upon statutory or other sources. In the inventories of



## Preface

church records, similarly, the preparation of the history of each church constitutes a task equally arduous with that of locating and listing its records. In Massachusetts two broader works have also been undertaken. The general historical background, statutory origin and functioning of county, city, or town offices have been studied with a view to providing satisfactory accounts of the development of county and municipal government generally. These latter undertakings are now happily nearing completion.

The inventory of the town archives of Berlin is the fifth in the series of such inventories covering the towns of Worcester County. A full list of publications of the survey to date appears after the index, at the end of this book.

The Survey is indebted to the town officials of Berlin for their cooperation and to the Secretary of the Commonwealth, Frederic W. Cook, without whose sponsorship this project would not be possible.

Aron S. Gilmartin  
State Supervisor of Historical  
Records Survey



## FOREWORD

The Inventory of the Town and City Archives of Massachusetts is one of a number of bibliographies of historical materials prepared throughout the United States by workers on the Historical Records Survey of the Work Projects Administration. The publication herewith presented, an inventory of the Archives of Berlin in Worcester County, is volume V of number 14 of the Massachusetts series.

The Historical Records Survey was undertaken in the winter of 1935-36 for the purpose of providing useful employment to needy unemployed historians, lawyers, teachers, and research and clerical workers. In carrying out this objective, the project was organized to compile inventories of historical materials, particularly the unpublished government documents and records which are basic in the administration of local government, and which provide invaluable data for students of political, economic, and social history. The archival guide herewith presented is intended to meet the requirements of day-to-day administration by town officials, and also the needs of lawyers, business-men and other citizens who require facts from the public records for the proper conduct of their affairs. The volume is so designed that it can be used by the historian in his research in unprinted sources in the same way he uses the library card catalogue for printed sources.

The inventories produced by the Historical Records Survey attempt to do more than give merely a list of records--they attempt further to sketch in the historical background of the county or other unit of government, and to describe precisely and in detail the organization and functions of the government agencies whose records they list. The county, town, and city inventories for the entire country will, when completed, constitute an encyclopedia of local government as well as bibliography of local archives.

The successful conclusion of the work of the Historical Records Survey, even in a single town, would not be possible without the support of public officials, historical and legal specialists, and many other groups in the community. Their cooperation is gratefully acknowledged.

The Survey directed by Luther H. Evans from its inception in January 1936 to March 1, 1940 when he was succeeded by Sargent B. Child formerly National Field Supervisor. It operates as a nation-wide project in the Division of Professional and Service Projects, of which Mrs. Florence Kerr, Assistant Commissioner, is in charge.

Howard O. Hunter  
Acting Commissioner of Work  
Projects Administration



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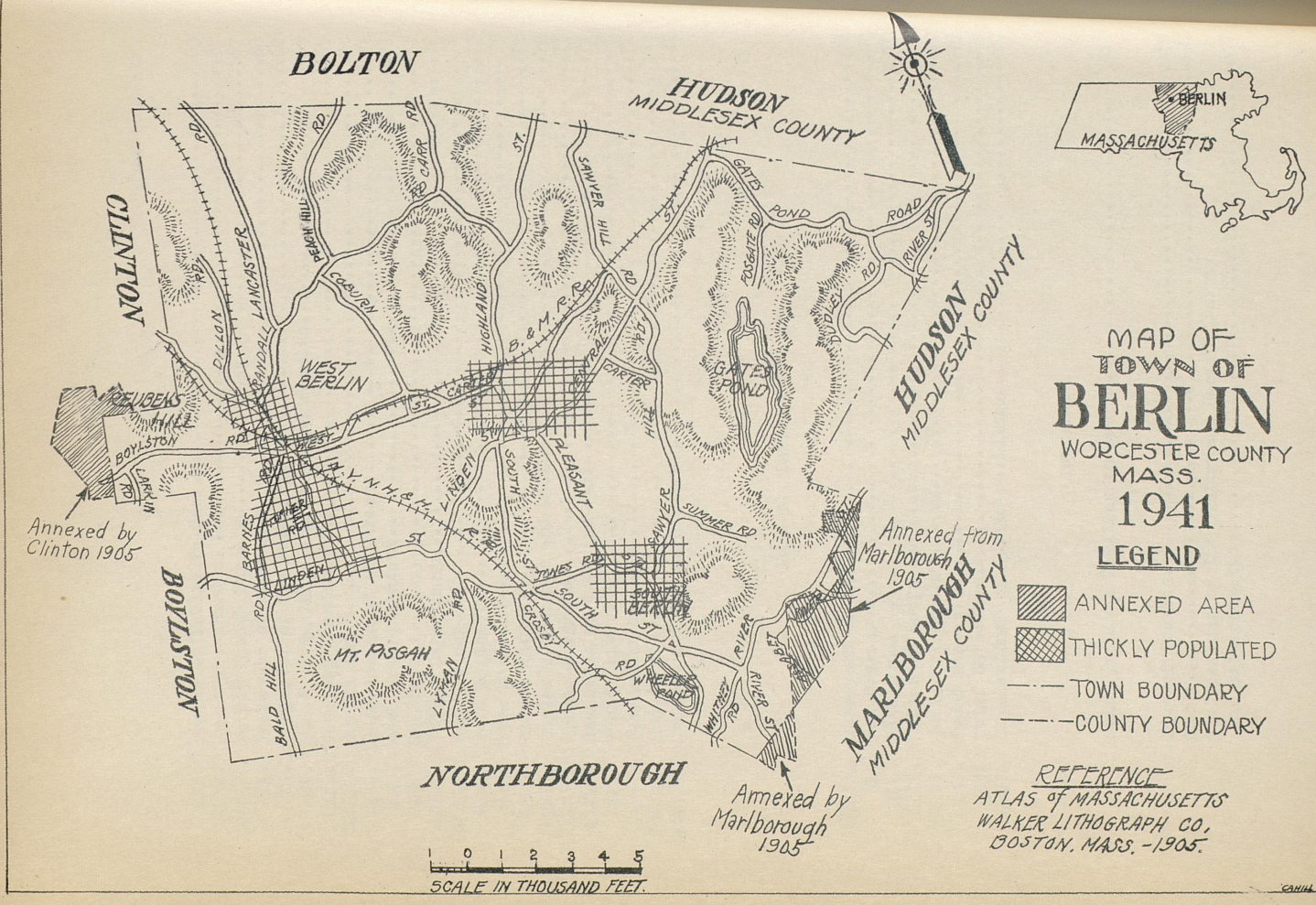
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## BERLIN AND ITS RECORDS SYSTEM

### HISTORICAL SKETCH

Berlin is an agricultural community lying northeast of the city of Worcester, typical of many other New England towns with its rolling plowed lands, scattered farmhouses, and wooden public structures. At one time, in the middle of the nineteenth century, there were indications that large industry might convert Berlin into an industrial municipality like Clinton and Leominster, but the topography of Berlin proved unsuitable and Berlin has remained a tranquil country town.

Its early history extends back to the days when Nashaway Plantation, also called Lancaster, occupied the whole northern part of what later became Worcester County. In 1665 Lancaster had possibly a dozen families within its extensive and somewhat amorphous bounds, and was governed by a prudential committee appointed by the General Court.<sup>1</sup> In that year a hardy settler named John Moore built a house on the southeast slope of Wataquadock hill.<sup>2</sup> Mrs. Rowlandson, in the fascinating account of her Captivity and Restoration, states that upon her return to Lancaster after the massacre of 1675, the only house left standing was a farm-house beyond the southeast slope of Wataquadock.<sup>3</sup> Presumably this was the isolated home of John Moore. It withstood all the Indian attacks on Lancaster, became part of Bolton when that town was formed, and finally part of Berlin, when that section broke away from Bolton. It was still to be seen on Kelly Hill in Berlin, at the corner of Randall and Carr Roads, until it was destroyed by fire in 1888.<sup>4</sup>

Moore did not return to this section of Lancaster when the town was resettled; it is probable, therefore, that when one Philip Larkin settled a little to the west of the site, considering it a good place for hunting and trapping, Larkin was a second solitary pioneer. His son John was born May 17, 1722 in the house that he had erected, which throws some light on the date of his settlement.<sup>5</sup> But it was not long before several descendants

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1. Records of Massachusetts Bay, III, 302-304; IV, part 2, 556-557.

2. The description of his holding is found in Henry S. Nourse, ed., Early Records of Lancaster, 1643-1725, pp. 34-35.

3. Mary Rowlandson, Captivity and Restoration, p. 71.

4. William Houghton, History of the Town of Berlin, p. 324.

5. Henry S. Nourse, ed., Birth, Marriage and Death Register of Lancaster, Massachusetts, 1643-1850, p. 52.



of early Lancaster settlers moved into this region: Jabez Fairbanks settled on Wheeler Hill about 1724.<sup>1</sup> Josiah Sawyer cleared land and settled on Sawyer Hill about 1735,<sup>2</sup> and the Johnsons settled on land bordering on the Assabet River about 1738.<sup>3</sup> Together with many more inhabitants to the north, they swelled the list of those inhabitants of the "South Westerly part of Lancaster" who in 1737 petitioned the General Court to be set off as a separate town. The petition set forth "the great inconveniences they are under by reason of their remote situation and the difficulties of the way from attending publick worship of God. . . ."<sup>4</sup> The General Court on June 24, 1738 granted the petition and set off the eastern part of Lancaster as the town of Bolton.<sup>5</sup>

Forty years later, the southern part of this township, in a petition dated February 7, 1778, asked the General Court to be made a separate parish. Fifty-nine inhabitants stated that they "live, upon an average, upward of four miles from the meeting House . . . which renders it very difficult for them to attend public worship, with their families, especially in severe seasons . . . praying . . . that all the Inhabitants South of a certain line . . . together with their Estates might be set off as a separate parish."<sup>6</sup> The petitioners were granted leave to bring in a bill to this effect, and on April 13, 1778, "for the greater convenience of attending the public worship of God", part of the town of Bolton was created a separate parish and was named the South Parish.<sup>7</sup> The act described the bounds of the new parish, and declared that all ministerial taxes assessed prior to January 1778 should be paid "in the same manner as if the town had not been divided. . . ." The most important provision of the act was section 4, which stated

That the inhabitants of each parish . . . have full liberty to attend publick worship in which parish they please, and to pay their ministerial taxes . . . where they attend: provided, they return their names, annually, some time in the month of September, to the assessors of the parish they propose to attend publick worship in; and all that shall not thus return their names, to be taxed to the parish within the limits of which they shall live, in the month of September, annually.<sup>8</sup>

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1. D. H. Hurd, ed., History of Worcester County, I, 339.

2. Ibid., p. 474.

3. Ibid., p. 402.

4. Province Acts and Resolves, XII, ch. 140.

5. Ibid., II, ch. 7.

6. Ibid., V, notes on ch. 30.

7. Ibid., ch. 30.

8. Ibid.



Certain inhabitants liked this clause so much that it proved a stumbling block, as will be seen later, to the incorporation of the parish as a district.

The desire for a new parish was induced in part by weariness concerning the Goss-Walley controversy which raged within the Bolton church from 1770 to 1782. While the controversy ostensibly concerned the relative powers of the minister and his congregation, it is probable that the residents of the southern part of the town, who were mainly Walleyites, were actually dissatisfied with the Rev. Mr. Goss's Tory sympathies. By forming a new parish they were escaping the control of a minister whom they disliked.

Five months after the South Parish was formed, the residents voted, on September 29, 1778, "to have preaching among ourselves and to choose a committee to hire a minister." A week later, measures were taken toward building a meetinghouse, and on June 16, 1779, with the aid of "rum, cider, and spoke poles", the frame was raised. Rev. Rueben Puffer was ordained as the first settled minister in 1786. He was destined to remain until his death in 1829.<sup>1</sup>

The South Parish consisted of 80 families when it was formed.<sup>2</sup> It grew slowly; by 1790 it had a population of 512, and by 1810 a population of 591.<sup>3</sup>

Within 3 years after its formation, the South Parish began to agitate for complete separation from Bolton. At first, Bolton raised no objections; at a town meeting held October 23, 1781 it voted to allow the South Parish to become a separate town provided that the inhabitants of that section paid their "proportionate part" of all debts owed, contracts made, and the expenses, present and future, of all indigents located in the territory. It further agreed to give the new town, when incorporated, one-third of Bolton's stock of arms and ammunition, and that both towns should unite in the choice of a representative to the General Court.<sup>4</sup> As a further token of its goodwill, another town meeting held February 11, 1782 chose a committee of 3 to petition the General Court to allow the incorporation of the South Parish as a separate town.<sup>5</sup>

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1. Houghton, op. cit., pp. 111-117; Town Records, first vol., 1784-1831, p. 246, see entry 13.

2. Ibid., p. 31.

3. Massachusetts Bureau of Statistics of Labor, Census of the Commonwealth of Massachusetts, 1905, I, 813, hereinafter cited as Massachusetts Bureau of Statistics of Labor, Census.

4. Massachusetts Archives, Copy of Vote to Set off South Parish of Town of Bolton as a Separate Township, October 2, 1781, see the appendix, entry 1.

5. Ibid.



Meanwhile, certain inhabitants of the town of Marlboro got wind of the affair, and persuaded the Marlboro town meeting, held January 14, 1782, to allow them and their lands to be joined with the South Parish of Bolton, provided that they paid all outstanding taxes.<sup>1</sup> The inhabitants of the South Parish agreed to accept them on April 8, 1782 and voted that the new town be named "Norage," probably a phonetic transcription of "Norwich."<sup>2</sup> The following day the dissatisfied inhabitants of Marlboro drew up a petition to the General Court stating that they lived nearly 5 miles from the meetinghouse in Marlboro and consequently could attend divine services and other public meetings only with great difficulty. They informed the Court that both Marlboro and Bolton had acceded to their desire to be annexed to and incorporated with the South Parish of Bolton into a new town, and that they desired the committee elected by the South Parish to represent them in the proceedings.<sup>3</sup>

The separation was not to go entirely unopposed, however. On February 25, 1782 certain inhabitants of Bolton protested to the General Court against it, fearing that the special privilege granted them when the South Parish was established, of allowing them to pay their ministerial tax to either the first or second parish, would be taken away. In addition they argued that the town meeting which consented to the separation was poorly attended; and that the South Parish, with its 60 dwelling-houses, was too small to constitute a town. However, if the General Court favored a separation, they requested that the privilege concerning the ministerial tax be continued as before. A postscript added that, since the drafting of the remonstrance, another meeting had been held in order to choose a committee to present to the General Court the petition for incorporation at which only 6 or 7 persons from the North Parish had been present.<sup>4</sup>

The recalcitrance of these inhabitants of the North Parish probably had its roots in the desire to secure from the South Parish an abatement of the taxation to support the Rev. Mr. Puffer, pastor of the South Parish. This is indicated by a petition dated March 4, 1782 in which these inhabitants "who have returned our names to the South Parish as being agreeable to the Incorporation of said Parish, beg leave to say that your taxing us in the settlement of Rev. Mr. Puffer and back salary is

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1. Ibid., Vote to Incorporate Part of the Town of Marlboro with the South Parish in the Town of Bolton, January 14, 1782, see the appendix, entry 2.

2. Ibid., Copy of Votes Taken at Town Meeting of the South Parish in the Town of Bolton, April 8, 1782, see the appendix, entry 5.

3. Ibid., Petition for Incorporation of the South Parish in the Town of Bolton as Separate Town, April 9, 1782, see the appendix, entry 6.

4. Ibid., Petition to Remonstrate Against the Establishment of the South Parish in the Town of Bolton as a Separate Town or District, February 25, 1782, see the appendix, entry 3.



incompatible with reason and Justice and contrary to the true intent and meaning of the privilege given in said incorporation, therefore we request that our taxes be abated . . .<sup>1</sup> However, concerning such an ancient controversy it is difficult at this late date to determine whether or not this is the true interpretation, although a connection of some nature is obvious.

The affair went ahead, nevertheless, and on April 9, 1782 the formal petition of the committee on behalf of the Town of Bolton was presented to the General Court. It stated that the two-parish arrangement compelled some of the inhabitants to travel nearly 8 miles to attend town meetings; and that the privilege of allowing the inhabitants to pay their ministerial tax in whatever parish they desired to attend divine worship had not proved successful and, if continued, might destroy the peace of both parishes. It further set forth that there were some inhabitants of other towns who might join the South Parish if it were incorporated as a town, and prayed the Court to grant the request for a separate township.<sup>2</sup>

On February 19, 1783 the inhabitants of Bolton who had protested to the General Court against the incorporation of the South Parish withdrew their objection.<sup>3</sup> Nine days later permission was granted to the inhabitants of the South Parish and the several inhabitants of Marlboro who desired incorporation to bring in a bill to this effect,<sup>4</sup> but the bill that was brought in, which suggested the name of Northbrook for the new town, was rejected.<sup>5</sup> A new bill proposing the incorporation of the region as "Berlin" was dismissed on October 17, 1783.<sup>6</sup> Early the following year, a Bolton town meeting again voted its consent to the separation,<sup>7</sup> and the dissatisfied Marlboro

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1. Ibid., Petition for Abatement of Taxes, March 4, 1782, see the appendix, entry 4.

2. Ibid., Petition for Incorporation of the South Parish in the Town of Bolton as a Separate Town April 9, 1782, see the appendix, entry 6.

3. Ibid., Agreement to Withdraw a Remonstrance Against the South Parish of the Town of Bolton, February 19, 1783, see the appendix, entry 8.

4. Ibid., An Act of the General Court Granting Permission to Inhabitants of the South Parish in the Town of Bolton to Submit a Bill for Establishment of Separate Town or District, February 28, 1783, see the appendix, entry 9.

5. Ibid., Bill of General Court to Establish Town of Northbrook, June 4, 1783, see the appendix, entry 10.

6. Ibid., An Act of General Court Incorporating South Parish of the Town of Bolton Into the Township of Berlin, October 17, 1783, see the appendix, entry 11.

7. Ibid., Copy of Certificate Regarding Establishment of the South Parish of the Town of Bolton as a District, February 23, 1784, see the appendix, entry 12.



(First entry p. 34)

residents renewed their request.<sup>1</sup> Finally, on March 16, 1784, the General Court incorporated the district of Berlin. Four Marlboro inhabitants, David Taylor, Silas Carley, Job Spafford, and John Brigham with their estates were included in the new district, which was invested with all the privileges and immunities of other districts. The conditions specified in the first petition, that of October 23, 1781, in regard to outstanding taxes, division of the ammunition, and common representation in the General Court was made a part of the act. The Court further declared that the new district should be considered part of Worcester County, and that the easterly boundary be the boundary between the Counties of Middlesex and Worcester. Samuel Baker, Esq., was authorized to issue a warrant for a meeting to elect all necessary district officers.<sup>2</sup>

No certain reason can be adduced for the final choice of "Berlin" as the name of the new district. The most plausible conjecture has it that the name of the German capital was selected (with the pronunciation Americanized by placing the accent on the first syllable), in honor of Frederick the Great, King of Prussia, who had been friendly to the struggle of the colonies for freedom, who had denounced the use of Hessian soldiers by the English, and who had presented General Washington with a sword.<sup>3</sup> As Dr. Edward Everett Hale once stated, it was the first town by that name in the United States.<sup>4</sup>

As first established, the area of the district of Berlin was approximately 6,799 acres, in which were located 63 dwellings and 54 other buildings.<sup>5</sup> Two annexations were made during the district period; Peter Larkin's estate was set off from Lancaster and annexed to Berlin on February 8, 1791,<sup>6</sup> and part of Northborough was annexed on February 15, 1806 in a boundary change.<sup>7</sup> Although the boundary lines with Marlboro, Hudson and Clinton were established by various acts, all passed on May 1, 1905, there have been no further annexations;<sup>8</sup> the present area is 8,138 acres, about 13 square miles, making Berlin one of the smallest towns in area - fifty-fourth to be exact - of all the municipalities in Worcester county.<sup>9</sup>

1. Ibid., Petition of Certain Inhabitants of the Town of Marlboro to the General Court for Incorporation as a Separate District, March 5, 1784, see the appendix, entry 13.

2. Ibid., An Act of the General Court Incorporating the South Parish in the Town of Bolton and a Part of the Town of Marlboro Into the District of Berlin, March 16, 1784, see the appendix, entry 14. See also Acts, 1782-83, ch. 47.

3. John Nelson, A Narrative History of Worcester County, I, 153.

4. 150th Anniversary Service of the First Church of Berlin, p. 14.

5. Acts, 1782-83, ch. 47.

6. Ibid., 1790-91, ch. 16.

7. Ibid., 1804-5, ch. 32.

8. Ibid., 1905, chs. 357-359.

9. Massachusetts Department of Corporations and Taxation, Aggregates of Polls, Property, Taxes, etc., valuation list of 1938.



Except that it joined with Bolton in electing one representative to the General Court, Berlin, as a district, was governed in every respect like a town. At the first meeting of the district, held in the meetinghouse on April 12, 1784, the following officers were elected: a moderator, a clerk, five selectmen, three assessors, a constable, a treasurer, and wardens; by hand vote, four highway surveyors, two tithingmen, two hog reeves, a culler of hoops and staves, a surveyor of boards and shingles, and a sealer of leather were elected. The meeting was adjourned until April 24, at which time another constable was elected. At another adjourned meeting, held April 27, 1784, additional district officers were elected by ballot, namely, two wardens, a fence viewer, and a fire warden.<sup>1</sup>

The period immediately following the Revolutionary War was not particularly propitious for establishing a new district. Tax collection fell so far in arrears that in 1785 the General Court found it expedient to direct the constable of Bolton to collect Berlin's county tax.<sup>2</sup> In the same year the town of Bolton informed the General Court that Berlin had failed to pay its proportionate part of the expenses for the poor, and asked for clarification of the act of incorporation so that Berlin might be forced to do so.<sup>3</sup> The General Court failed to act at this time,<sup>4</sup> but on March 16, 1786 committees representing the two towns met and concluded an agreement covering all points in dispute. It named those indigents for whom Berlin was to be wholly or partly responsible, gave the district of Berlin one-third of the Continental money in the Bolton treasury, divided Bolton's stock of arms and ammunition between the two communities, and provided that Berlin pay Bolton \$76 in addition to assessments committed to Berlin constables prior to the incorporation.<sup>5</sup> There were several other clauses, which the district of Berlin considered at a meeting held May 18, 1786, but the inhabitants, rather ambiguously, voted only to elect a committee to meet with Bolton "respecting the poor that have been or shall be brought to Bolton for support, and come to any agreement with, . . . Bolton as in their judgement shall appear just and equitable."<sup>6</sup> On October 16 of the same year the district moved

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1. Town Records, first vol., 1784-1831, pp. 2-5, see entry 13.

2. Resolves, 1784-85, ch. 14.

3. Massachusetts Archives, Petition to General Court by Committee in Behalf of Town of Bolton to Enforce Payment of Proportionate Share Toward Support of Poor, September 25, 1785, see appendix, entry 15.

4. Ibid.

5. Ibid., Copy of Agreement Between Committees of District of Berlin and Town of Bolton Regarding Financial Transaction, March 16, 1786, see the appendix, entry 17.

6. Ibid., Copy of Vote of Inhabitants of District of Berlin Appointing a Committee to Confer With a Committee of the Town of Bolton Regarding Support of Poor, and Copy of Agreement Thereto by District of Berlin, May 18, 1786, October 16, 1786, see the appendix, entry 18.



a step further by expressing its willingness to receive and support such persons rightly belonging to Berlin according to the vote of the town of Bolton.<sup>1</sup>

On September 25, 1786 Bolton again presented its petition to the General Court,<sup>2</sup> which responded by ordering the petitioners to serve the clerk or selectmen of Berlin with a copy, in order that they might show at its next session why the prayer should not be granted.<sup>3</sup> Berlin elected a committee to appear before the Court to answer the petition,<sup>4</sup> and the Court appointed a committee to consider the whole matter. The latter reported back that both parties desired the dispute to be referred to the next session of the Court,<sup>5</sup> on July 6, 1787, the matter was again postponed.<sup>6</sup>

The dispute was finally settled by a law amending the act incorporating the district of Berlin. Dealing solely with matters of relief, it made Berlin liable for all law suits and future expenses of indigents, formerly dwelling in that part of Bolton which later became Berlin. If Berlin refused to consider any individual case as part of its responsibility, the courts of justice were given the power to determine the dispute.<sup>7</sup>

The distress of the period was manifested in other ways. While there is no evidence that any of the townspeople joined Daniel Shays in his rebellion against the authorities, the town sent a representative to conventions in Paxton and Worcester which preceded the outbreak, and in 1788 and 1789 voted for John Hancock for Governor unanimously, since it was expected that he would be less rigorous in handling the insurgents than his opponent.<sup>8</sup>

Despite these evidences of economic distress, a district meeting held in 1784 granted £24 "to be laid out for schooling in this district

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1. Ibid.

2. Ibid., Copy of Petition to General Court to Settle Dispute Between Town of Bolton and District of Berlin, September 25, 1786, see the appendix, entry 19.

3. Ibid., Order of General Court Regarding Settlement of Dispute Between Town of Bolton and District of Berlin, October 5, 1786, see the appendix, entry 20.

4. Ibid., Appointment of District of Berlin Committee to Oppose Petition of Town of Bolton Committee, and Summary of Town Debt, January 18, 1787, March 16, 1786, see the appendix, entry 21.

5. Ibid., Report of Congressional Committee Appointed to Consider Petition to Settle Dispute Between Town of Bolton and District of Berlin, February 19, 1787, see the appendix, entry 22.

6. Ibid., Copy of Order of General Court Setting Date for Settlement of Dispute Between the Town of Bolton and the District of Berlin, July 6, 1787, see the appendix, entry 23.

7. Acts, 1786-87, ch. 52.

8. Town Records, first vol., 1784-1831, pp. 36, 42, 52, 60, see entry 13.



by the discretion of the selectmen."<sup>1</sup> In 1785 a committee of nine was elected "to squadron out the district for schooling."<sup>2</sup> After it delivered its report, it was voted that "each squadron have liberty to provide a suitable place for their school."<sup>3</sup> The following year a committee of three was elected "to view the schoolhouses." It apparently found the view highly unsatisfactory, for it was then voted that the existing schoolhouses should be sold.<sup>4</sup> Consequently, in 1792, a new building program was begun when it was voted to build 4 new schoolhouses, each in a different section of the district.<sup>5</sup> From 1794 until after the incorporation of the town, a school committee, consisting of one member from each of the 4 school districts, was annually. It is interesting to note, however, that in 1797 an additional committee of four was elected specifically to hire the schoolmasters and to "regulate" the schools.<sup>6</sup>

There was progress in other affairs as well. In 1785 it was voted "to fence the front of the burying field with a stone wall."<sup>7</sup> In 1787, a person was given a sum of money for digging a grave,<sup>8</sup> and in 1797 a special committee was chosen "to subdue the brush on the burying ground . . . in the best manner he can. . . ." <sup>9</sup> The poor were disposed of by allowing the selectmen to put them out at vendue. This remained a function of the selectmen all during the district period, except for the years 1786 and 1787 when overseers of the poor were elected separately to perform this task.<sup>10</sup>

Little more remains to be said concerning the period from 1778 to 1812, during which the South Parish and the district of Berlin were in existence. The main occupation was, of course, subsistence farming. A fragmentary record reveals that in 1792 nearly a ton and half of hay was produced per acre. The annual production of rye was 300 bushels; of oats, 400 bushels; of corn, 1200 bushels; and of cider, 250 barrels.<sup>11</sup> The first roads were built, and the usual primitive industries established. The first sawmill was built by Philip Larkin on the North Brook in 1735, but by the end of the century there were many other sawmills and gristmills in the vicinity.<sup>12</sup>

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1. Ibid., p. 13.
  2. Ibid., p. 16.
  3. Ibid.
  4. Ibid., pp. 30-31.
  5. Ibid., p. 78.
  6. Ibid., p. 12.
  7. Ibid., p. 25.
  8. Ibid., p. 45.
  9. Ibid., p. 104.
  10. Ibid., pp. 5-6, 30, 40.
  11. Hurd, op. cit., I, 395.
  12. Houghton, op. cit., p. 95.



The district of Berlin was incorporated as a town on February 6, 1812.<sup>1</sup> Its form of government remained the same in all essential respects, except that it no longer joined with Bolton in sending a representative to the legislature. There was no controversy concerning the change; apparently it was merely the result of the obsolescence of the district form of government.

Then, as now, Berlin was an agricultural town, but its products have varied throughout the years. During the first 50 years of its existence, hay was the most important crop, but, according to a census of 1855, butter, hogs, fruit, Indian corn, and potatoes were also produced in quantity.<sup>2</sup> A less authoritative source states that hops during this period were also grown with profit.<sup>3</sup> The 1865 census taken 10 years later significantly added apples, cows, and other meat stock to the list;<sup>4</sup> and a few decades later, asparagus-growing became an important Berlin occupation.<sup>5</sup>

By the turn of the century, hay and meats were still valuable products but there was a growing emphasis on dairy produce, fruits, berries, and vegetables.<sup>6</sup> At present dairying is the principal agricultural occupation in Berlin, with the number of cows in the town averaging about 450 during the past 30 years. During the same period, the number of fowl increased from 3,000 to 11,000, but has gradually declined since 1927 and is now about 7,000. The production of apples and peaches, which rose to sizable heights in 1920, has also declined, leaving dairy products in unchallenged first place.<sup>7</sup>

The most significant feature of agriculture in Berlin has been the recent precipitous declines in the number of farms and acreage under cultivation, and in the valuation of farm property. From 1925 to 1935, the number of farms decreased from 101 to 73, and acreage from 5,948 to 5,219 acres. The valuation of farm lands and buildings declined more than a third; they are now valued at \$497,000, approximately the same as in 1905. However, 372 persons, or 34 percent of the total population still dwell on farms.<sup>8</sup>

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1. Acts, 1812, ch. 95.

2. Massachusetts Secretary of State, Statistical Information Relating to Certain Branches of Industry in Massachusetts, 1855, pp. 473-474. Hereinafter cited as Massachusetts Secretary of State, Industry in Massachusetts.

3. Hurd, op. cit., I, 39.

4. Massachusetts Secretary of State, Industry in Massachusetts, 1865, pp. 585-586.

5. Houghton, op. cit., p. 89.

6. Massachusetts Bureau of Statistics of Labor, Census, 1905, IV, 72.

7. Massachusetts State College, Agricultural Census Figures by Towns for 1925 and 1935, pp. 7, 23.

8. Ibid., pp. 91, 93.



Naturally, methods of farming have changed radically. Tractors and motorized equipment have supplanted oxen and horses; milking devices have replaced the hand method; electric equipment has been introduced into farmhouses and barns. The initial impetus to scientific farming was the organization, in 1868, of the Farmers' and Mechanics' Club, which held annual exhibitions of stock, fruits, and vegetables in the hall and on the grounds of the Congregational Church until 1892. Though the organization continued in existence until 1895, it was eventually absorbed by the Berlin Grange, organized in 1886. The Grange still holds semimonthly meetings in the Town Hall.<sup>1</sup>

Despite all this, Berlin has had its share of the industries commonly found in Worcester County, and at one period, in the 1850, appeared to be well on its way toward becoming an industrial community like Leominster, Clinton, and Worcester. From the time that Larkin's sawmill was established to the present, more than 20 different trades and industries have been conducted in Berlin. They have ranged from sawmills and gristmills to comb making, shoe shops, hat manufacturing, wool carding, the manufacturing, wool carding, the manufacture of potash, and the making of patent medicines and extracts.

The earliest sizable industry was woodworking, at a time when a large part of Berlin's area was covered by forests. There were at least four sawmills located on North Brook, and as many more were scattered about the town on other water privileges. They produced shingles, doors, sashes, and blinds. About 30 cooper shops were busy converting oak and chestnut trees into beef, rum, and cider barrels. Besides these, many smaller containers such as churns, pails, "piggins", and "hoggins" were produced.<sup>2</sup>

By 1837, when the first state census of industry was taken, no industry of consequence had developed in Berlin. The production of baskets and wool exceeded in value the production of ombs, boots, and shoes. The number of persons employed in making this latter group of products was exactly nine.<sup>3</sup>

By 1855, however, shoe manufacturing had become a promising industry, producing annually over 40,000 pairs of boots and shoes, valued at \$35,000; and 34 men and 24 women were employed.<sup>4</sup> John H. Parker's factory was for many years the pride of the town.

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1. Houghton, op. cit., pp. 203, 230.

2. Hurd, op. cit., I, 396.

3. Massachusetts Secretary of State, Statistical Tables: Exhibiting the Condition and Products of Certain Branches of Industry in Massachusetts, 1837, p. 45.

4. Massachusetts Secretary of State, Industry in Massachusetts, 1855, pp. 473-474.



It was a four-story building, 30 by 100 feet, located in the center of town, and its construction in 1868 was financed locally. The building was destroyed by fire in 1882, at a loss of \$20,000. Thereafter, until 1903, the business was continued in a smaller building on West Street, but was then removed to Malden.<sup>1</sup>

Another promising industry during this period was the manufacture of medicines and cooking extracts. It was begun in 1850 by Edward Hartshorn, who eventually had 40 men employed and 8 wagons on the road. The business was removed to Boston in 1870.

For a period thereafter, with the exception of lumber production, industry languished. Recently, however, McCann Brothers has established a large ice-cream plant in Berlin; its products are sold in great quantities all through Worcester County and elsewhere. Another local industry is the Fold-Well Table Company, Incorporated, manufacturers of ironing boards.<sup>2</sup> In South Berlin, it is interesting to note, on the spot where William Goddard built a sawmill and lumber yard in 1752, the Wheeler family for three generations has conducted a sawmill.<sup>3</sup>

The decline in industry that took place in Berlin after 1860 is strikingly indicated by census statistics. The district of Berlin in 1790 had a population of 512. It grew slowly and normally: in 1820, it had a population of 625, in 1840 it had 763, in 1850 it had 866, and in 1860 it reached a peak of 1,106. With the loss of the extract business and the shrinking of shoe manufacturing the population fell to 884 persons in 1890.<sup>4</sup> Slow, normal growth has again occurred, but at a reduced tempo: in 1910 the population was 904, and in 1935 it was 1,091, approximately the same as it was 80 years ago.<sup>5</sup>

Despite this, and the fact that there are only about 25 more polls and 75 more dwellinghouses in the town than there were in 1860, Berlin's total tax is now ten times more than it was then. This has been achieved by tripling the valuations of property in the town, and virtually quadrupling the tax rate. These facts indicate strikingly how modern taxation differs from nineteenth century procedure. The following table of aggregates gives, in detailed form, other particulars concerning the development of Berlin's industry and agriculture:

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1. Houghton, op. cit., pp. 90-93.
  2. Directory of New England Manufacturers, 1940, p. 511.
  3. Houghton, op. cit., pp. 95, 360.
  4. Massachusetts Bureau of Statistics of Labor, Census, 1905, I, 813.
  5. Massachusetts Secretary of State, The Decennial Census, 1935, p. 15.



Chart of Aggregates of Polls, Property, and Taxes as Assessed<sup>1</sup>

Date	No. of Polls	Value of Personal Estate	Value of Real Estate	Total Value Real and Personal Estate	Tax Rate per \$1000 Valuation	No. of Persons Assessed	Total Tax <sup>2</sup>
1861	288	\$ 89,312	\$288,457	\$ 377,769	\$10.10		\$ 4,366.48
1870	272	105,024	318,523	423,547	17.40		7,823.00
1880	257	68,694	423,623	492,317	15.00		7,899.00
1890	228	61,029	434,967	495,996	8.50	372	4,677.00
1900	251	78,913	430,283	509,196	12.00	413	6,612.00
1910	247	122,895	468,785	591,680	11.00	431	7,002.00
1920	225	195,392	672,215	867,607	19.00	452	17,609.00
1930	331	137,267	882,630	1,019,897	27.00	345	28,199.00
1937	312	180,375	901,830	1,082,205	37.00	352	40,655.00

Date	No. of Dwellings	Acres of Land Taxed	No. of Horses	No. of Cows	No. of Neat Cattle	No. of Swine
1861	199	7,699 $\frac{1}{2}$	171	424		
1870	205	7,835	171	391		
1880	228	7,806	211	424		
1890	226	7,639	253	589	151	82
1900	224	7,578	258	503	142	44
1910	225	7,673	215	511	132	32
1920	268	7,668	182	440	152	63
1930	272	7,704	111	393	127	44
1937	278	7,464	74	451	115	85

1. Valuations are at May 1st from 1861 through 1900, at April 1st from 1910 through 1930, and at January 1st in 1937. The figures are taken as follows: for 1861, from Public Document No. 42; for 1870, from Public Document No. 36; for 1880 to 1937, from Public Document No. 19, all published by the Commonwealth.

2. 1890 to 1937 includes overlaysings.



In 1804, \$250 was appropriated for a reading and writing evening school. A singular feature of early education in Berlin were singing schools conducted in 1819 and 1823, for which the town made special appropriations.<sup>1</sup> Many Berlin Quakers attended the two Quaker schools in Bolton, and the town was repeatedly asked to allot part of the school funds for their support. Berlin invariably refused, despite the fact that the General Court, in 1817, made the transaction legally proper.<sup>2</sup>

By 1837 there were five public schools in Berlin, with an enrollment of 137 in the summer school and 198 in the winter school. The annual appropriation was \$400. In 1875 a high school was opened in the Town Hall, but it was discontinued four years later.<sup>3</sup>

At present there are four grammar schools in town, three in outlying sections and one in the center. Only the center school teaches through grades 7 and 8. The enrollment is 156, and the faculty numbers five. The expense of sending high-school students to study in other towns amounts to \$5,000; expenses of transportation and tuition for trade school students is \$850. The total cost of the schools is almost \$18,000.<sup>4</sup>

Berlin has not been without other cultural stimuli, however. In 1817 the Joseph Priest Fund was established, the interest of which is used for literary education,<sup>5</sup> and in 1861 the Nancy Young Fund was established for the benefit of the schools of Berlin.<sup>6</sup> The Berlin Lyceum, organized in 1831, held cultural meetings in various schoolhouses and in the Town Hall for almost three decades,<sup>7</sup> and the Shakespeare Club flourished from about 1875 to 1890.<sup>8</sup> But the most interesting and prominent institution of Berlin for many years was the Berlin Academy, founded in 1833 by Josiah Bride, who attained high proficiency in English "with never a day of instruction from private teacher, high school or academy." Classes were first held in a private home, then in a room in the Town Hall, and finally in the Evangelical Church building which is still called the Academy Building. The school had boarding facilities and attracted students from several states until it finally closed its doors in 1857.<sup>9</sup>

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1. Town Records, first vol., 1784-1831, pp. 140, 271, see entry 13.

2. Ibid., 78, 143, 262; Resolves, 1817, ch. 42.

3. Town Records, fourth vol., 1878-1905, p. 5, see entry 13; Houghton, op. cit., pp. 224-227.

4. Annual Report 1938, pp. 89-106, see entry 2.

5. Town Records, first vol., 1784-1831, p. 259, see entry 13.

6. Ibid., third., 1856-77, p. 192.

7. Houghton, op. cit., pp. 227-230.

8. Ibid.

9. Ibid., pp. 105-108, 135.



In Berlin are branches of the Lyman School for Boys and of the Industrial School for Girls. Both are conducted on the cottagesystem. The former school was given permission to purchase the Flagg Farm in Berlin, and to build and repair buildings for its use at a cost of not more than \$8,500, in an act passed in 1896.<sup>1</sup>

During Rev. Reuben Puffer's pastorate of 48 years, the rising controversy between orthodox and liberal Congregationalists did not affect Berlin. Mr. Puffer died in 1829, having had the satisfaction of seeing a new church building dedicated in 1826.<sup>2</sup> But when it became necessary to choose a new minister, and the town meeting chose Rev. Robert Wolcott, a Unitarian, the entire congregation, with the exception of four persons, withdrew from the church.<sup>3</sup> The seceders formed a new group called the Evangelical Congregational Society of Berlin. After worshipping for a time in private homes, since the Unitarians had possession of the meetinghouse, they erected a church building. The society had three pastors before the two groups were reunited in 1843.<sup>4</sup> Services were resumed in the meetinghouse built in 1826, while the Evangelical Church was taken over by the Berlin Academy. In essence, the union was a victory for the orthodox group, since the Rev. Henry Adams, former minister of the Hillside Church of Bolton, an outpost of orthodoxy in this section, was installed as minister. The victory was assisted by the decision of the town meeting, taken November 27, 1832, to set off the Congregational Society as a parish, and its relinquishment of all title, right, and interest in the meetinghouse, voted April 18, 1836.<sup>5</sup> The building was remodeled in 1895 at a cost of \$2,439.40

A new Unitarian Society was organized on November 27, 1871. Meetings were held in the Town Hall until the present church building was erected and dedicated on March 1, 1872.

About 1855 Rev. Gardner Rice, then principal of Berlin Academy, began to lead prayer and class meetings, which resulted in the organization of the Methodist Episcopal Church of Berlin in April 1856. Between 1862 and 1880, however, the society was largely inactive. In April 1880 it was revived, with meetings being held in the Town Hall until December 20, 1887, when a new church building was dedicated.<sup>6</sup>

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1. Acts, 1896, ch. 118.

2. Town Records, first vol., 1784-1831, p. 246; see entry 13; Houghton, op. cit., pp. 111-117.

3. Ibid., pp. 122-123.

4. Ibid.

5. Ibid., second vol., 1834-56, pp. 22, 88.

6. Houghton, op. cit., pp. 129-131



From the beginning, there have always been a good number of Friends residing in the northern section of Berlin. However, these three churches - the Congregational, Unitarian, and Methodist Episcopal - are the only ones at the present time which hold services in Berlin. People of other faiths attend churches in neighboring towns.

On April 16, 1846 the Lancaster and Sterling Branch Railroad Company was incorporated, and in 1849 it supplied Berlin with its first rail service by running an express daily, meeting the Fitchburg Railroad at South Acton.<sup>1</sup> Further rail service was acquired on July 2, 1866, when the Agricultural Branch Railroad opened an extension from Northboro to Pratt's Junction on July 2, 1866. Two stations were established, one for the center and the other for West Berlin.<sup>2</sup> By various consolidations, the Agricultural Branch Railroad became part of the Old Colony Road, which was leased in 1893 by the New York, New Haven, and Hartford Railroad.<sup>3</sup> The New York, New Haven, and Hartford continued passenger service until 1933, but since that time only two nightly freight trains are operated.

The Boston and Maine also provides Berlin with rail service. The history of Berlin's connections with this company begins in 1869, when the town voted to subscribe 200 shares of \$100 each to the Massachusetts Central Railroad Company, provided it located its tracks in the vicinity of a survey made in 1868. The money was raised by issuing town bonds, in accordance with a provision in the railroad's act of incorporation stating that towns along the route might subscribe for and hold shares in the capital stock of the company.<sup>4</sup> Service for Berlin began when a road was opened from Hudson to Jefferson in 1882, but the following year service was suspended when the railroad ran into financial difficulties. After reorganization, the Central Massachusetts renewed service in September, 1885, under a contract with the Boston and Lowell Railroad Company.<sup>5</sup> On April 9, 1887, the town voted to dispose of its Central Railroad stock. Its sale was made possible by a donation of Mr. Chandler Carter to the town of \$20,000, and sealed by the town's acceptance of an oil portrait of Mr. Carter which was hung in the Town Hall.<sup>6</sup> Control of the Boston and Lowell passed to the Boston and Maine in 1887, under a 99-year lease.<sup>7</sup> For many years, there were two stations

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1. Ibid., pp. 84-87; Acts, 1846, ch. 239.

2. Henry V. Poor, Manual of the Railroads of the United States, 1876, p. 82. For the authorization of the extension of the Agricultural Branch Railroad see also Acts, 1852, ch. 178; 1865, ch. 2.

3. Acts, 1867, ch. 153; 1874, ch. 159; 1882, ch. 80; Poor, op. cit., p. 82.

4. Ibid., 1869, ch. 260; Town Records, third vol., 1856-77, p. 56, see entry 13.

5. Acts, 1883, ch. 64; 1886, ch. 251; Poor, op. cit., 1888, p. 11.

6. Town Records, fourth vol., 1878-1905, pp. 153-154, see entry 13.

7. Poor, op. cit., 1900, p. 10.



in Berlin, one for the center and another for the eastern section, but the latter was removed in the summer of 1937, and passenger service was reduced to six daily trains, only two of which stop without flagging.

Until 1891, there was no central library in Berlin, although South Berlin had a collection of books of fair size, managed by the Union Library Association.<sup>1</sup> In March, 1891, a Free Public Library was organized in Berlin, and three trustees were elected. A private home at the center, and later the first floor of the Town Hall, was used for headquarters.<sup>2</sup> During the first year of its existence, \$50 was appropriated for the library,<sup>3</sup> but financial assistance was given by the State also, under the terms of a State act passed in 1890 expressly to assist small towns in establishing free public libraries.<sup>4</sup> The nucleus of 150 books has been now increased to 7,242 volumes; \$700 is appropriated annually, but the income from seven trust funds, the dog tax and other sources increase the amount available for library use to \$1350.<sup>5</sup> In 1912 a building fund was started, and, owing to the untiring efforts of the Village Improvement Society, the Berlin Players, and many private individuals, a new library building was opened to the public in December 1929.<sup>6</sup>

The Berlin Board of Trade, organized in 1916, holds monthly meetings from September to May, at which prominent speakers discuss subjects of community interest.

All families have their own wells, with the exception of a few residents in the western part, who are near enough to the Wachusett Aqueduct to receive their water from the reservoir. A section 3.36 miles long of the Wachusett system passes through Berlin.

There are no banks in Berlin, the nearest being in Clinton, and no newspapers are published. However, the "New Enterprise" of Hudson publishes a Friday edition for Berlin, Bolton, and Stow.

The town has a post office, two telegraph stations, and a sub-station of the Worcester Suburban Electric Company. Its 136 telephones are listed in the Fitchburg district. Among the firms named are a florist, an owner of greenhouses, a lumber dealer, a hay and grain firm, and a dealer in general merchandise.

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1. Houghton, op. cit., pp. 221-224.
  2. Ibid., p. 223.
  3. Town Records, fourth vol., 1878-1905, pp. 237-238, see entry 13.
  4. Acts, 1890, ch. 347.
  5. Annual Report, 1937, pp. 37-38, 64-65.
  6. Ibid., 1929, p. 41.



(First entry p. 34)

## Historical Sketch

Berlin is included in the District Court of Eastern Worcester. It is bounded on the north by Bolton, on the west by Clinton and Boylston, on the south by Northborough, on the east by Hudson and Marlboro. It is twelve miles northeast of Worcester, and 31 miles west of Boston, and is reached by State highway route 62.

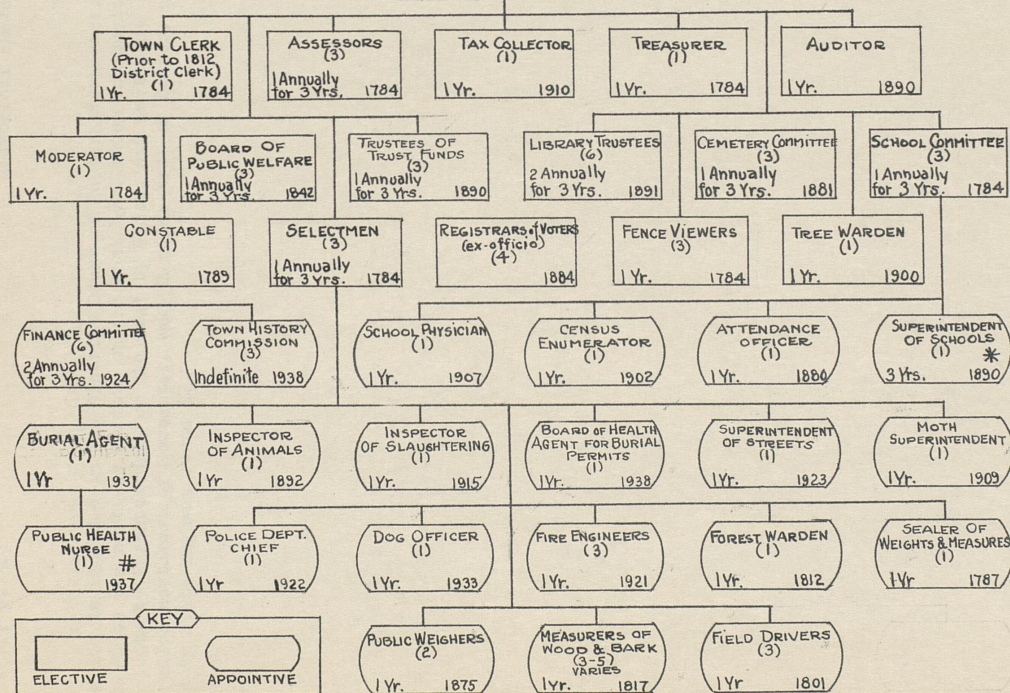






# CHART OF TOWN GOVERNMENT - BERLIN - 1941

## ELECTORATE



SUPT. OF SCHOOLS: Jointly selected by Southboro, Northboro & Shrewsbury  
 PUBLIC HEALTH NURSE: Serves part time thru annual appropriation to the NASHOBA  
 Associate Boards of Health.



## GOVERNMENTAL ORGANIZATION AND RECORDS SYSTEM

### Governmental Organization

Since the roots of Berlin's town government are to be found in its government as a district, it is necessary to examine the latter with some care. Certain officers were elected annually during Berlin's entire existence as a district. These included five selectmen, a district clerk, three district assessors, a treasurer, a fire warden, a culler of hoops and staves, two or more hogreeves, a sealer of leather, a surveyor of boards and shingles, two tithingmen, and from four to seven highway surveyors.<sup>1</sup> The highway surveyors collected the highway taxes but all other taxes were struck off at auction, the lowest bidder being then elected constable. During the period from 1789 through 1792, two constables were elected annually, one of whom was specifically designated to collect the ministerial taxes.<sup>2</sup> A fence viewer was elected at the first district meeting in 1684, but thereafter two fence viewers were annually.<sup>3</sup> A moderator was elected at each annual or special meeting. A pound keeper was elected annually from 1797 on and a sealer of weights and measures from 1787 on.<sup>4</sup> Two field drivers were elected from 1801 through 1806, but only one thereafter.<sup>5</sup> Two sowers of fish were elected from 1785 through 1795,<sup>6</sup> two wardens from 1784 through 1890,<sup>7</sup> a grave digger in 1790,<sup>8</sup> and a "packer and searcher of deviled beef, pork and fish designed for exportation out of the Commonwealth" in 1792.<sup>9</sup> In 1786 and 1787 three overseers of the poor were elected to put out the poor at vendue, but generally the selectmen were entrusted with this duty.<sup>10</sup> The selectmen also officiated at elections and examined the results of the voting.

The transition of Berlin from a district to a town was uneventful. As a matter of fact, a half dozen of the most important district offices have endured to the present time. These include the selectmen, clerk, moderator, assessors, treasurer, and constable. Certain changes have occurred within these offices, of course: the constable and treasurer no longer collect taxes, that duty having devolved upon the tax collector originating in 1910; since 1922 the constable-elect has been appointed chief of police by the selectmen annually; the assessors since 1900 have been elected for three-year terms; the moderator has been elected annually since 1915; and the selectmen are now officially the board of health and, with the town clerk, the registrars of voters.

1. Town Records, first vol., 1784-1831, pp. 1-4, 171, 200, see entry 13.

2. Ibid., pp. 4, 41, 59, 80.

3. Ibid., pp. 4, 15, 200.

4. Ibid., pp. 21, 41, 111.

5. Ibid., pp. 132, 162.

6. Ibid., pp. 15, 98.

7. Ibid., pp. 4, 63.

8. Ibid., p. 64.

9. Ibid., p. 81.

10. Ibid., pp. 5-6, 30, 40.



At the same time, numerous early offices have become defunct, and new offices established. The sealer of leather endured through 1914, the hogreeves through 1834, the surveyor of boards and shingles through 1816, the fence viewers through 1834, the culler of hoops and staves through 1913, the surveyor of lumber through 1915, the tithingmen through 1841, the pound keeper through 1917. Practically all of these officers were appointed by the selectmen; and the same is true of those early offices, now largely nominal in character, which have endured to the present time, notable the measurers of wood and bark, public weighers, and field drivers. On the other hand the fence viewers and sealer of weights and measures are still elected at town meetings.

The new town offices are both appointive and elective. Elective officers, with the date of inception, are: Cemetery commissioners (1881); library trustees (1891); board of public welfare (1932); tree warden (1900); auditor (1890); tax collector (1910); trustees of trust fund (1890). The finance committee fails to fit in either category, since its members are appointed by the committee consisting of the moderator, the chairman of the selectmen, and the chairman of the previous finance committee.

The new officers who are appointed by the selectmen are somewhat less important, but nevertheless are essential to the town government. These may be listed, with the date of inception, as the superintendent of streets (1923); forest warden (1916), who is also the chief of engineer; inspector of animals (1892); the inspector of slaughtering (1915); the moth superintendent (1909); dog officer (1935); and burial agent (1931). Each of these offices is described separately, in greater detail, in subsequent pages.

Berlin has rejected many optional state acts providing for additional governmental functions and services. Among the acts rejected at various times are those providing for vacations, pensions, or the eight-hour day for laborers employed by the town and an act establishing a state accounting system.<sup>1</sup>

#### Records System

As in many towns in Massachusetts, the extent of Berlin's town records has become apparent only as a result of the intensive and comprehensive search of the Historical Records Survey. The basement of the public library, in particular, is a treasure trove of material concerning the early days of the South Parish of Bolton and the District of Berlin. The earliest records dealing with various town functions will be found here, in scattered form; consequently, it is somewhat difficult to state categorically when school records, highway records, or assessment lists begin.

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1. Respectively Acts, 1912, ch. 503; 1914, ch. 217; 1911, ch. 494; 1922, ch. 516. See also records of such rejection in the office of the Secretary of State, State House, Boston.



For instance, the selectmen's appointments have been kept in regular form, in seven volumes, since 1919, but in many bundles of miscellaneous material, dating back to 1812, other appointments are to be found. Selectmen's minutes, as such, date back only to 1909, but additional information concerning their activities may be gleaned from several other sources, including town records and selectmen's reports.

Taken together, the records of Berlin are ample and fairly complete. The vital statistics not only date back to earliest times, in transcribed form, but are well segregated and indexed. Annual reports kept by the selectmen date from 1876, in sixty-three volumes; in the State Library in Boston are seven bound volumes of reports dating from 1861. Town records date from 1784, in seven volumes; records of dangerous diseases 1898; and records of the registrars of voters from 1877, in four volumes. The minutes of the assessors date back to 1908, school committee minutes to 1858, and minutes of library trustees to 1925. On the whole, the various committees of Berlin are careful at present to keep minutes of their meetings; and there are sufficient earlier records of various types to permit the reconstruction of almost any departments finances and history.



## HOUSING, CARE AND ACCESSIBILITY OF THE RECORDS

The bulk of the Berlin records are located in two safes on the first floor of the Town Hall, a wooden structure built in 1870; in a vault in the basement of the modern public library building; and in the home of the town clerk, Harris G. Field. The two safes in the Town Hall are crowded, and contain in jumbled condition records of the selectmen, board of public welfare, board of health, sealer of weights and measures, and assessors. A modern filing cabinet, to replace one already present in the Town Hall, would probably accommodate all the unbound material in the safes and in the present cabinet, thereby allowing a more orderly arrangement of the records and greater accessibility.

Owing to the obvious lack of space in the Town Hall, provision was made in building the library for a town vault. This town vault is ample in size and can accommodate records for years to come. Though the records here include material from a half-dozen departments, they are well arranged and well preserved. On the first floor of the library, some library records may also be found.

Many of the town officers keep current records at their private residences. The town clerk, in particular, has a great many records at his home. Naturally, this practice makes consulting town records somewhat difficult and lengthy.

Four of the schools keep records concerning their students. None of these schoolhouses have fireproof depositories, but the records are fairly contemporary and of no great importance to laymen.



## TOWN HALL

Depository	Berlin Town Hall, Wood-ward Avenue	Berlin Free Public Lib., Corner Carter and Walnut Streets		
	Town Officers' Rm.	Town Va.	Librarian's Off.	Safe
Location	1st fl.	Bsmt.	1st fl.	Bsmt.
Dimensions	25x16x9	5x5x7	6x5x8	4x4x2
Cubic	4,140	175	240	32
Class of				
Construction	3rd	1st	2nd	1st
Shelving	Wood	Wood	Wood	Wood
Containers	Steel	None	None	None
Lighting	Good	Good	Good	Good
Accessibility	Good	Good	Good	Good
Arrangement	Poor	Good	Good	Good
Physical				
Condition	Fair	Good	Good	Good
Room for				
Expansion	Ample	Ample	Ample	None
Departments				
Using	Selectmen Registrars of Voters Assessors Tax Collector Treasurer Superintendent of Schools Bd. of Public Welfare Board of Health Dog Officer Forest Warden Sealer of Weights & Measures	Selectmen Town Clerk Assessors Registrars of Voters Treasurer School Committee South School Public Welfare Fence Viewers	Library	Selectmen Town Clerk Registrars of Voters School Committee Center Grammar School Tax Collector Superintendent of Streets



	Center Grammar School, Linden St.	South School Crosby Rd.
Depository	Class room	Class room
Location	2nd floor	1st floor
Dimensions	28x20x12	26x20x12
Cubic Feet	6,720	6,240
Class of Construction	3rd	3rd
Shelving	Wood	Wood
Containers	Wood	Wood
Lighting	Good	Good
Accessibility	Good	Good
Arrangement	Fair	Fair
Physical Condition	Good	Good
Room for Expansion	Ample	Ample
Departments using	West School North School Center Grammar School East School	South School

	East School, Gates Pond Rd.	West School, Larkin Rd.
Depository	Class room	Class room
Location	1st floor	1st floor
Dimensions	26x20x12	26x20x12
Cubic Feet	6,240	6,240
Class of Construction	3rd	3rd
Shelving	Wood	Wood
Containers	Wood	Wood
Lighting	Good	Good
Accessibility	Good	Good
Arrangement	Fair	Fair
Physical Condition	Good	Good
Room for Expansion	Ample	Ample
Departments using	East School	West School



## Housing

The town officials who keep records in their residences or private offices are as follows:

Name	Address	Offices Held	Records Held
Harris G. Field	Walnut St.	Town Clerk; Clerk, Bd. of Registrars; Agent to Issue Burial Permits	Town Clerk; Registrars of Voters; Agent to Issue Burial Permits
Brittan A. Jackson	West St.	Tax Collector	Tax Collector Cemetery Commissioners
Robert E. Taylor	Central St.	Treasurer	Town Treasurer; Treasurer of Trustees of Trust Funds
Vinoent S. Eager	South St.	Clerk of Finance Committee	Finance Committee
Edith A. Paine	Office of P.R. Clerk, School Coldwell, Central St.	School Committee	School Committee
Marion C. Fromant	Crosby Rd.	Secretary, Library Trustees	Library
Mrs. Waldo Wheeler	Summer Rd.	Financial Secretary, Library Trustees	Library
Walter J. Allen	Linden St.	Moth Supt., Tree Warden	Moth Supt., Tree Warden
Clyde E. Rogers	West St.	Chief of Police	Police Dept.
Charles Nutting	Carter St.	Secy., Fire Department	Fire Department
Clifford H. Wheeler	Sawyer Hill Road	Fire Engineer	Fire Department
Herman L. Sawyer	Linden St.	Sealer of Weights and Measures	Sealer of Weights and Measures
Waldo Wheeler	Summer Rd.	Secy., Cemetery Commissioners	Cemetery Commissioners
Chester A. Howe	Pleasant St.	Supt. of Streets	Streets



## ABBREVIATIONS, SYMBOLS, AND EXPLANATORY NOTES

### Abbreviations

alph.....	alphabetically	<u>ibid</u> .....	ibidem (in the same place)
approx.....	approximately	Lib.....	Library
arr.....	arranged, arrangement	no(s).....	number(s)
assrs.....	assessors	num.....	numerically
bdl(s).....	bundle(s)	off.....	office
bsmt.....	basement	<u>op. cit</u> .....	opere citato (in the work cited)
ch.....	chapter	p., pp.....	page, pages
chron.....	chronologically	<u>passim</u> .....	scattered references
cl.....	clerk	ptd.....	printed
coll.....	collector	res.....	residence
dept.....	department	Rd.....	Road
discont.....	discontinued	rm.....	room
ed.....	editor	secy.....	secretary
eng.....	engineer	sel.....	selectmen
env(s).....	envelope(s)	st(s).....	street(s)
estab.....	established	supt.....	superintendent
f.b.....	file boxes	T.H.....	Town Hall
f.d.....	file drawers	treas.....	treasurer
fl.....	floor	va.....	vault
hdw.....	handwritten	vol(s).....	volume(s)

### Symbols

x	by	. . .	demotes omission
--	continues		in quoted matter
!	feet	:	equivalent to
"	inches		

### Explanatory Notes

#### Inventory Arrangement

The city and town offices are arranged in the order of their importance from a functional viewpoint, with related offices grouped together. Records within an office are classified by subject. Within each subject classification entries are listed in the order of their importance, and for records considered of equal importance a chronological sequence is used.

#### Titles of Records

Exact titles of records are written in solid capitals without parentheses. In the absence of titles, descriptive titles have been assigned, which are written in solid caps and enclosed in parentheses.



If a record title is not descriptive of the contents of the record, an assigned explanatory title (or explanatory words), written with initial caps and enclosed in parentheses, has been added. The current or most recent title of a record is used as the entry title and title variation is indicated.

#### Dates

All dates used are inclusive. Missing records are indicated by broken dates.

#### Quantity

When two or more types of containers are considered in a single entry, the quantity is shown in chronological order, insofar as possible.

#### Labeling

The numbering, lettering, or other markings on a record are shown in parentheses following the quantity. If no labeling is indicated, it may be assumed there is none.

#### Discontinuance

Where no statement is made that the record was discontinued at the last date shown in the entry, it could not be definitely established that such was the case. Where no comment is made on the absence of prior, subsequent, or intermediate records, no definite information could be obtained.

#### Cross References

Title-line cross references are used to show the continuity of a record series which has been kept separately for a period of time and with another record or records for a different period of time. An example is shown in entry 17: "1845-- in (Record of) Births, Marriages, Deaths, entry 14. In entry 14 there is a corresponding body-of-entry reference carrying the title and number of entry 17:" Record of Births, 1845--, entry 17.

Separate third-paragraph cross references from entry to entry and see also references with subject headings or subheadings are used to show prior, subsequent, or closely related records which are not part of the same series.

#### Indexing

If a record is indexed, mention is made of a self-contained index or reference to a separate index is indicated. If there is no index to a record, the fact is stated in the entry.



(First entry p. 30)

## Explanatory Notes

Condition of Records

If no comment is made regarding the condition of records, it may be assumed to be satisfactory.

Dimensions

Except where otherwise indicated, dimensions of volumes, file boxes or maps are shown in inches; dimensions of volumes are given in the order of length along binding edge, width, and thickness; dimensions of file cases, boxes, and drawers are given in the order of height, width, and depth.

Location

The location noted is that at the date of the final field check of the inventory, approximately 4 months prior to publication. Many records, especially current ones, are in constant use by officials and subject to frequent transfer from office to vault or from vault to office. Shifts from one vault to another also occur, but less frequently. The Historical Records Survey cannot guarantee that the record will be found in the location noted, but merely that the record was found there at the date of the inventory field check.



## PART B. TOWN OFFICERS AND THEIR RECORDS

### I. SELECTMEN<sup>1</sup>

Five selectmen were elected annually from the date of incorporation through 1834.<sup>2</sup> In 1835 the number was reduced to three, and in 1900 the term of office was extended to three years, one selectman being elected annually.<sup>3</sup>

As in most Massachusetts towns, the selectmen have been, from the first, the most important of all town officials. The passage of the years has seen no diminution in the extent of their powers, but there has been a certain defining and clarification of their duties. They have always been in charge of matters of public health, but since 1937 they have delegated some of their powers to the Nashoba associated boards of health.<sup>4</sup> They have always conducted the town elections, and since 1884, together with the town clerk, have constituted the registrars of voters.

The selectmen have lost certain powers, which have been compensated by an increase in the number of officials that they appoint. They appointed truant officers from 1881 through 1890, but the school committee has made these appointments ever since.<sup>5</sup> The care of cemeteries was vested in the selectmen until the formation of a cemetery committee in 1881.<sup>6</sup> They were the overseers of the poor from 1852 until the formation of a separate board of public welfare in 1932.<sup>7</sup>

Their present appointees, with the date of their first appointments, are: special police (1880), and the chief of police since 1922;<sup>8</sup> inspector of animals (1892);<sup>9</sup> agent for the suppression of gypsy and brown-tail moths, later termed moth superintendent (1909);<sup>10</sup> sealer of weights and measures, field drivers, measurers of wood and bark, inspector of slaughtering (1915);<sup>11</sup> forest warden (1916) and engineers of the fire

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1. For the background, statutory origin, development and functions of this office, see Town and City Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 200 see entry 13.

3. Ibid., second vol., 1834-56, p. 49; fourth vol., 1878-1905, pp. 382, 406, Annual Report, 1939, p. 13, see entry 2.

4. Town Record, seventh vol., 1936-1941, p. 33, see entry 13.

5. Ibid., fourth vol., 1878-1905, pp. 40, 215.

6. Ibid., p. 47.

7. Ibid., sixth vol., 1921-35, p. 370.

8. Ibid., fourth vol., 1878-1905, pp. 33; sixth vol., 1921-35, p. 28.

9. Ibid., fourth vol., 1878-1905, p. 258.

10. Annual Report, 1910, p. 10, see entry 2.

11. Town Records, fifth vol., 1906-20, p. 298, see entry 13.



(1-3)

Selectmen - Minutes  
and Reports

department (1928);<sup>1</sup> chief of police (1922);<sup>2</sup> superintendent of streets (1923);<sup>3</sup> burial agent (1931), and agent to issue burial permits (1938), which are two separate offices;<sup>4</sup> and dog officer (1933).

Needless to say, the selectmen have at various times appointed other officers, ranging from their detectors (1841),<sup>6</sup> to inspectors of meat (1916-1921)<sup>7</sup> and pound keepers (1915-1917).<sup>8</sup>

Except where otherwise noted, all records are in the selectmen's safe, town officers' room, Town Hall.

## (Minutes and Reports)

1. RECORD (Minutes of Meetings), 1909--. 2 vols.  
Discussion and decisions relative to appointment of town officers, recommendation of annual departmental appropriations, approval of licenses; names of members, date of meeting. Arr. chron. by date of meeting. No index. Hdw. 300 pp. 9½ x 8 x 1.
2. ANNUAL REPORT OF THE SEVERAL OFFICIAL BOARDS, 1861--. 7 vols.  
(5 vols., 1861-1937, 1-5, dated; 2 vols., 1938--, dated).  
Title varies slightly.  
Annual reports of town officers, departments, and committees; analysis and recapitulation of all town accounts, warrants for town meetings, jury lists. 1869 includes street directory. Arr. by subject. Indexed alph. by subject. Ptd. 100 to 600 pp. 9 x 6 x ¼ to 9 x 6 x 3. State Lib., State House, Boston. (Also 63 vols., 1876--, in sel. safe.)
3. SELECTMEN'S REPORT - TOWN OF BERLIN, 1861-1932. 2 vols. 1784-1860, 1933--, also 1904-32, in Records - Town of Berlin (Minutes of Town Meetings), entry 13.  
Original annual reports of selectmen relative to salaries of town officers, protection of persons and property, health and sanitation, departmental and special appropriations; date of report. Arr. chron. by date of report. No index. Hdw. 350 pp. 13 x 8 x 1½. Berlin Free Public Lib.: 1 vol., 1861-1903, town va.; 1 vol., 1904-1932, bsmt. safe.

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1. Ibid., p. 351; sixth vol., 1921-35, pp. 189-190.  
 2. Ibid., p. 28.  
 3. Ibid., fifth vol., 1906-20, p. 55.  
 4. Ibid., seventh vol., 1936-41, pp. 41, 51.  
 5. Ibid., sixth vol., 1921-35, p. 448.  
 6. Ibid., second vol., 1834-56, p. 178.  
 7. Ibid., fifth vol., 1906-20, p. 351.  
 8. Ibid., p. 298.



## Licenses and Permits

4. (Licenses and) PERMITS GRANTED, 1861--. 2 vols., 2 f. d.  
Contains:

- i. Applications for licenses to slaughter animals, 1934--:  
Name, address of applicant; location, description of slaughterhouse; description, estimated weekly amount of product; time of day proposed for slaughtering, date of issue of license. Includes acknowledgment: Attestation, date of act; signature, seal of justice of the peace.
- ii. Applications for permits to locate outdoor advertising signs, 1934--: Location, dimensions, construction specifications of proposed sign; date of application; signature of applicant, licensing officer.
- iii. Applications for permits to maintain boardinghouse: Name of applicant, location of house, number of rooms; dates of application, issue and expiration of permit; signatures of expiration of permit; signatures of selectmen.
- iv. Applications for permit to operate busses, 1927-28, 1934--: Name, address of applicant; proposed bus route; dates of application, issue and expiration of permit; signatures of applicant and selectmen.
- v. Applications for permit to operate establishment for milk pasteurization, 1934--: Name, business address of applicant; date of application, issue of permit; signature of licensing officer.
- vi. Applications for permit to sell fireworks, 1934--: Name, business address of applicant; date of application, signatures of fire chief and selectmen.
- vii. Licenses and permits (copies) granted to hawkers, peddlers, used car and junk dealers, confectioners, ice cream and carbonated beverage manufacturers, 1934--: Name, residence, business address of licensee; number, dates of issue and expiration of license or permit; signature of licensee, chairman of selectmen.
- viii. Licenses (duplicates) to carry pistol or revolver, 1934--: Name, address, sex, date of birth, nationality, physical description of licensee; reason for application; duration, number, date of issue of license; signature, title of licensing official.
- ix. Permit to Hudson Street Railway for use of highway through town, 1898: Name of permittee; purpose, date of permit; signatures of selectmen.
- x. Permit to lay water pipe, 1934-36: Name of permittee; purpose, date of permit; signatures of selectmen.

Also contains record of:

- xi. Road construction, 1861-72: Name, description of roads constructed or repaired. 1864-72 includes name of employee, amount of salary received.



- xii. Soldiers' benefits, 1932-35: Total amount disbursed for state aid and veterans' relief.
  - xiii. State and military aid, 1874-1917: Name of recipient, amount of aid rendered.
  - xiv. Tax abatements, 1861-72, 1929-35, showing total amount of abatements.
  - xv. Town debt, 1861-1929, showing total amount of debts.
  - xvi. Town Hall construction and maintenance: Cost of erection, 1878; total appropriations and expenditures for maintenance, 1879--.
  - xvii. WPA appropriations and expenditures, 1938--: Total amount of appropriations; amount, purpose of expenditure.
- 2 vols., 1861--, arr. chron. by date of entry; 2 f.d. 1934--, no obvious arr. No index. Hdw. on ptd. form. Vols. approx. 100 (unnumbered) pp. 14 x 8½ x ½; f.d. 1½ x 10½ x 15½. T.H.: 2 vols., 1861--, sel. safe; 2 f.d. 1934--, town officers' rm.

## Financial Records

- 5. JOURNAL, 1784-1836, 1878--. 3 vols. Title varies: Book of Orders - District of Berlin 1784-1811. 1 vol. Record of warrants authorizing treasurer to pay departmental expenditures: Name of creditor, department charged; amount, purpose, date of bill; amount, number, date of order. Includes authorizations to pay military aid (1878--), state aid (1916--), and soldiers' relief (1931--): Name of veteran; amount, date of aid; number, date of order. Arr. chron. by date of order. No index. Hdw. 500 pp. 14 x 11 x 1½. 2 vols., 1784-1836, 1878-1916, bsmt. safe, Berlin Free Public Lib.; 1 vol., 1916--, sel. safe.  
For original warrants 1909--, and monthly record of warrants 1914-16, 1924-30, kept by treasurer, see entries 74, 75 respectively.
- 6. (REPORT OF STATE AUDIT), 1925-26, 1929-30, 1933-36, 3 vols. Report of periodic state audit of all town accounts: Itemized audit of collector's cash, yearly receipts from old age assistance, moth and motor vehicle excise taxes, and from selectmen's and town clerk's license receipts, tax titles. Arr. by subject. No index. 20 pp. 12 x 9 x 1/8.
- 7. (PAID BILLS), 1925--. 1 box, 28 bdl. Departmental bills approved annually by selectmen for payment by treasurer: Name of creditor, department charged; amount, date, purpose of bill; date of approval, receipt; signatures of selectmen. Arr. chron. by year. No index. Hdw., typed, typed on ptd. form. Box 14 x 10 x 13; bdl. 12 x 10 x 4.



## Miscellaneous

## 8. (LEGAL PAPERS), 1857--. 2 f.d.

## Contains:

- i. Bills of sale for land sold by town to individuals, 1875-- intermittently: Name, address of grantor, grantee; location, description of property; amount of consideration; signature of grantor; signatures, seals of witnesses; date of sale, witnessing; volume and page reference to instrument recorded in county registry of deeds; date, hour of recording.
- ii. Quitclaim deeds of land sold to town, 1904, 1913, 1916, 1930: Name, address of grantor, grantee; description, location of property; amount of consideration, quitclaim clause, appurtenances, covenant of title with warrants, reference to number of preceding certificate of title, release of dower and homestead; volume and page reference to instrument recorded in county registry of deeds; signature, seal of grantor, spouse; signatures of witnesses, attestation of notary public or justice of the peace.
- iii. Town insurance policies for fire, theft, employers' liability, workmen's compensation, 1932--: Name of principal, insurance company; amount, type, period, terms of insurance; amount of premium; number, date of policy; signature of company's representatives.
- iv. Town officers' fidelity bonds, 1920-21, 1933--: Name of municipality indemnified; name, address, occupation of principal; name, address of surety; amount, conditions, duration, date of bond; signatures of principal, surety, and witnesses. For bonds kept by town clerk 1815-79, see entry 40-vi.
- v. Warranty deeds to town property, 1915, 1920, 1927, 1931, 1934: Name, address of grantor, grantee; location, description of property; amount of consideration, warranty covenant, date of deed; date of recording, volume and page reference to instrument recorded in county registry of deeds, acknowledgment of notary public; signatures of grantees, witnesses. For deeds kept by town clerk 1802-70, see entry 40-vii.

No obvious arr. No index. Typed on ptd. form. 15 x 16 x 2.

## 9. (APPOINTMENT OF TOWN OFFICERS), 1919--. 7 vols. System estab. 1919.

Stubs of notices sent to appointees informing them of appointment to town office: Name of appointee; name, term of office; date of appointment, signatures of selectmen. Arr. chron. by date of appointment.

No index. Hdw. on ptd. form. 50 pp. 3 x 3 x  $\frac{1}{4}$ .

For original notices kept by town clerk 1812--, see entry 39-v.



10. (MAPS OF TENSION AND TRANSMISSION LINES), 1912, 1917. 12 maps. Communications maps showing location of proposed high-tension lines, 1912; location of crossings of Wachusett Sudbury Power Company's transmission lines, 1917. Draftsman unknown. Marlboro, Wachusett Sudbury Power Company. Blueprint. 40':1". 24 x 40.

11. (MAPS OF ROAD LOCATIONS), 1909, 1911. 4 maps. Maps showing relocations of old roads, 1909; locations of proposed roads, 1911. Draftsmen, place of publication, and publisher unknown. Blueprint. 40':1". 36 x 20.

12. (MISCELLANEOUS PAPERS OF SOUTH PARISH OF BOLTON AND DISTRICT OF BERLIN), 1779, 1788, 1794. 1 bdl.

Contains:

- i. Letter from Gloucester town councilmen to selectmen of Berlin district requesting action on disposal of case of pauper having legal settlement in Berlin, 1794.
  - ii. Survey of plot of land of the South Parish of Bolton, record of, 1779: Description, location, boundaries, area of plot of land. Includes map of land.
  - iii. Tax invoice (copy) taken by district assessors, 1788: Name of taxpayer; number of polls, acres of land; assessment on real and personal property; signatures of assessors.
- No arr. No index. Hdw. 15 x 9 x  $\frac{1}{2}$ .

## II. TOWN CLERK<sup>1</sup>

Since the incorporation of Berlin as a town in 1812, a town clerk has been elected annually.<sup>2</sup> Since 1884 he has also served as clerk of the registrars of voters.<sup>3</sup>

Except where otherwise noted, all records are in the basement safe, Berlin Free Public Library.

### Minutes and Reports

13. RECORDS - TOWN OF BERLIN (Minutes of Town Meetings), 1784-1831, 1834--. 7 vols. (3 vols., 1784-1831, 1834-56, 1936--, unlabeled; 4 vols., 1856-1935, 3-6). Title varies slightly.
- Action taken on articles in town-meeting warrants, reports of town officers

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1. For statutory origin of this office, see Town and City Government of Massachusetts.

2. Town Records, first vol., 1784-1831, p. 200, see entry 13; Annual Report, 1939, p. 13, see entry 2.

3. Acts, 1884, ch. 298, sec. 49.



Town Clerk - Minutes and  
Reports

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and committees; date of meeting. Includes copies of town-meeting warrants, jury lists, and military lists. Also contains: Selectmen's original annual reports, 1784-1860, 1904--, entry 3. Arr. chron. by date of meeting. No index. Hdw. 435 pp. 12 x 8 x 2. 5 vols., 1784-1831, 1834-1920, bsmt. safe, 2 vols., 1921--, res. of Harris G. Field (cl.), Walnut St.

For other copies of military lists 1840--, see entry 36; for original jury lists and town-meeting warrants 1812--, see entry 39, subentries, *iv* and *xiv* respectively.

Vital Statistics

14. BIRTHS, MARRIAGES, DEATHS, 1841--. 4 vols.

Contains: Record of Births, 1845--, entry 17; Record of Marriages, entry 23; (Record of) Deaths, 1821--, entry 26. Arr. chron. by date of event. For index to births, see entry 18; for index to marriages, see entry 24; for index to deaths, see entry 27. Hdw. on ptd. form. 200 pp. 18 x 11 x 1½. Safe, res. of Harris G. Field (cl.), Walnut St.

15. (RETURNS and NOTICES), 1926--, 1 f.d.

Contains: (Birth Returns), 1938--, entry 19; (Notices of Marriage Intentions), 1930--, entry 22; (Marriage Returns), entry 25; (Death Returns), 1927--, entry 28. Arr. chron. by date of return or notice. No index. Hdw. on ptd. form. 15 x 12 x 24. Res. of Harris G. Field (cl.), Walnut St.

16. BIRTHS AND DEATHS (Classified By) FAMILIES, 1804-79. 1 vol.

Contains record of:

- i. Births: Name, sex, date of birth of child; names of parents.
- ii. Deaths: Name, age, date of death of deceased person; names of parents.

Arr. chron. by date of event. Indexed alph. by family name. Hdw. 300 pp. 12 x 10 x 1½.

17. RECORD OF BIRTHS, 1739-1844. 1 vol. (1). 1845-- in (Record of) Births, Marriages, Deaths, entry 14.

Name, birthplace, sex of child; names, address of parents. Arr. alph. by name of child. For index, see entry 18. Hdw. 200 pp. 16 x 12 x 1½.

18. INDEX (to) BIRTHS, 1739--. 1 vol.

Index to births recorded in Record of Births, 1739-1844 entry 17; (Record of) Births, Marriages, Deaths, 1845--, entry 14; Name, date of birth of child; volume and page reference. Arr. alph. by name of child. Hdw. 200 pp. 12 x 10 x 1½. Res. of Harris G. Field (cl.), Walnut St.

19. (BIRTH RETURNS), 1874, 1876-1937. 5 bds., 4 vols. Missing: 1784-1873, 1938-- in (Returns and Notices), entry 15.

Name, sex, color of child; names, address of parents; occupation of



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Town Clerk -  
Vital Statistics

father, name of attending physician. Arr. chron. by date of birth. No index. Hdw. on ptd. form. Bdls. 9 x 4 x 6; vols. 125 pp. 8 x 7 x 1½.

20. (Record of) INTENTIONS OF MARRIAGE, 1787--. 3 vols. System estab. 1787. Title varies: Publishing Records - Intentions of Marriage, 1808-50, 1 vol.

Names, addresses, ages, occupations of contracting parties; names, address of parents; date of filing, signature of town clerk. Also contains: (Record of Dog Licenses Issued), 1862-69, entry 32. Arr. chron. by date of filing. For index, see entry 21. Hdw. 250 pp. 18 x 11 x 1½. 2 vols., 1787-1807, 1851-- , safe, res. of Harris G. Field (cl.), Walnut St.; 1 vol., 1808-50, bsmt. safe.

21. INDEX TO INTENTIONS (of Marriage), 1787--. 1 vol.

Index to intentions recorded in (Record of) Intentions of Marriage, entry 20: Names of contracting parties, date of intention, volume and page reference. Arr. alph. by names of contracting parties. Hdw. 200 pp. 12 x 10 x 1½. Safe, res. of Harris G. Field (cl.), Walnut St.

22. (NOTICES OF MARRIAGE INTENTIONS), 1912-29. 1 vol. 1930-- in (Returns and Notices), entry 15.

Names, birthplaces, ages, addresses, occupations of contracting parties; date of intention. Arr. chron. by date of intention. No index. Hdw. on ptd. form. 125 pp. 8 x 7 x 1½.

23. RECORD OF MARRIAGES, 1763-1840. 1 vol. (1). 1841-- in (Record of) Births, Marriages, Deaths, entry 14.

Names, addresses, ages of contracting parties; place, date of marriage. Arr. alph. by names of contracting parties. For index, see entry 24. Hdw. 250 pp. 16 x 12 x 1½.

24. INDEX (to) MARRIAGES, 1763--. 1 vol.

Index to marriages recorded in Record of Marriages, 1763-1840, entry 23; (Record of) Births, Marriages, Deaths, 1841-- , entry 14: Names of contracting parties, date of marriage, volume and page reference. Arr. alph. by names of contracting parties. Hdw. 200 pp. 18 x 11 x 1½. Res. of Harris G. Field (cl.), Walnut St.

25. (MARRIAGE RETURNS), 1784-1815, 1849-1925. 5 bdls. 1 vol. 1926-- in (Returns and Notices), entry 15.

Names, addresses, occupations of contracting parties; place, date of marriage. Arr. chron. by date of marriage. No index. Hdw. on ptd. form. Bdl. 9 x 4 x 6; vols. 125 pp. 8 x 7 x 1½.

26. (Record of) DEATHS, 1781-1841. 1 vol. 1842-- in (Record of) Births, Marriages, Deaths, entry 14.

Name, age, sex, date of death of deceased person; entry number. Arr. alph. by name of deceased person. For index, see entry 27. Hdw. 200 pp. 14 x 12 x 1.



27. INDEX (to) DEATHS, 1781--. 1 vol.

Index to deaths recorded in (Record of) Deaths, 1781-1841, entry 26; (Record of) Births, Marriages, Deaths, 1842--, entry 14; Name of deceased person, date of death, volume and page reference. Arr. alph. by name of deceased person. Hdw. 200 pp. 18 x 11 x 1½. Res. of Harris G. Field (cl.), Walnut St.

28. (DEATH RETURNS), 1847-49, 1851, 1853-54, 1874-1926. 5 bdl., 2 vols. Missing: 1784-1846, 1927-- in (Returns and Notices) entry 15.

Name, age, sex of deceased person; cause, place, date of death; place of burial, signature of attending physician. Arr. chron. by date of death. No index. Hdw. on ptd. form. Bdl. 9 x 4 x 6; vols. 125 pp. 8 x 7 x 1½.

Property Record  
(See also entry 40-vii)

29. (Personal Property) MORTGAGE RECORD, 1832--. 5 vols. Title varies slightly.

Names, address, of mortgagor, mortgagee; location, description of property; amount, conditions, date of instrument; date of recording, release; attestations of witnesses. Arr. chron. by date of recording. No index. Hdw. 335 pp. 13 x 8 x 2. 4 vols., 1832-1925, bsmt. safe; 1 vol., 1925--, res. of Harris G. Field (cl.), Walnut St.  
For original mortgages 1802-70, see entry 40-v.

30. (DEEDS OF LAND DONATED FOR LIBRARY), 1779, 1789, 1794-96, 1806. 1 env.

Name of donor, recipient; location, description of land; purpose, date of donation; signature of donor, clerk. Arr. chron. by date of donation. No index. Hdw. on ptd. form. 11 x 5 x 1.

31. WRITS OF ATTACHMENT (on Property), 1878-98. 1 bdl.

Name, address of plaintiff, defendant; name of court, description of property; date of hearing, action; amount of attachment, recitation of writ, signature of witness, attestation of clerk of court. Includes process officer's return on writ. No obvious arr. No index. Hdw. on ptd. form. 7 x 3 x 2.

Licenses and Permits

32. (RECORD OF DOG LICENSES ISSUED), 1898--. 8 vols. Missing: 1870-97. 1862-69 in (Record of) Intentions of Marriage, entry 20.

Name, age, sex, breed, color of dog; name, address of owner; number, date of license; amount of fee, signature of clerk. Arr. num. by



license no. No index. Hdw., hdw. on ptd. form. 50 to 200 pp. 8 x 7 x  $\frac{1}{2}$  to 14 x 10 x 1. 1 vol., 1898-1915, sel. safe, town officers' rm., T.H.; 4 vols., 1916-36, bsmt. safe; 3 vols., 1937--, res. of Harris G. Field (cl.), Walnut St.

33. RECORD, 1915-27. 1 vol.  
Record of hunting, fishing, and trapping licenses issued: Name, birth-place, age, physical description, occupation of licensee; number, date of license. Arr. num. by license no. No index. Hdw. 100 pp. 9 x 7 x  $\frac{3}{4}$ .

Pole Locations  
(See also entry 39-viii)

34. RECORD - POLE LOCATIONS, 1912--. 2 vols., System estab. 1912.  
Record of agreements and specifications for pole erections: Names of petitioners; location, specifications of poles; date of agreement. Arr. by name of petitioner. No index. Hdw. 200 pp. 10 x 8 x 1. 1 vol., 1912-29, bsmt. safe; 1 vol., 1929--, res. of Harris G. Field (cl.), Walnut St.

35. JOINT POLE RE-LOCATION, 1929--. 1 vol. System estab. 1929.  
Record of agreements entered into by public utilities companies for joint use of poles: For description, see entry 34. Arr. chron. by date of agreement. No index. Typed on ptd. form. 18 pp. 11 x 8 x 1. Res. of Harris G. Field (cl.), Walnut St.

Military Records

36. RECORD (of) MILITIA ENROLLMENT, 1840--. 1 vol.  
Lists (copies) of persons of military age: Name, address, age of eligible person. Arr. by name of eligible person. No index. Hdw. 250 pp. 15 x 10 x  $\frac{1}{2}$ . Res. of Harris G. Field (cl.), Walnut St.

For lists recorded in town-meeting minutes, see entry 13; for original lists 1812--, see entry 39-xi.

37. A RECORD OF WHAT HAS "BIN DON" IN THE WAR BY THE COMPANY UNDER THE COMMAND OF CAP.(tain) DARIUS NURSE SINCE THE 19 OF (April), 1775, 1775-77. 1 vol.  
Record of enlistments: Name of veteran; place, date of enlistment; period of service; amount, place of payment of bounty for service. Arr. chron. by date of entry. No index. Hdw. Writing faded. 5 x  $3\frac{1}{2}$  x  $\frac{1}{4}$ .

38. REBELLION RECORD, 1861-64. 1 vol.  
Case histories of enlisted men in the War of the Rebellion: Name, address, age of veteran; date of enlistment promotion, discharge; names of parents. Arr. chron. by date of enlistment. Indexed alph. by name of veteran. Hdw. 150 pp. 18 x 11 x  $\frac{3}{4}$ .



## Miscellaneous

## 39. RECORDED TOWN PAPERS, 1812--. 32 bds.

## Contains:

- i. Certificates of balloting in representative district: Name of candidate; place, date of election; number of votes, blanks; signatures of clerk and selectmen.
- ii. Contracts for town supplies, 1930--: Name of vendor; amount, itemization of purchases; date of contract, signatures of officials.
- iii. County treasurer's acknowledgments of receipt of dog-license fees, 1895--: Number and types of licenses, amount of fees for each type, total amount of receipts, signature of treasurer.
- iv. Jury lists: Name, occupation of juror: dates list received and recorded by clerk. For recorded copies of jury lists, 1784--, see entry 13.
- v. Notices of appointments of town officials, 1812--: Name, title of appointee; date of appointment, signatures of selectmen. For stubs of notices kept by selectmen 1919--, see entry 9.
- vi. Notices of resignation by town officials: Name, title, date of resignation of official; name of successor.
- vii. Perambulation of town lines: Description, date of perambulation; date, of recording, signatures of selectmen and town clerk. For record of perambulations 1772-1890, see entry 134.
- viii. Petitions for pole locations, 1911--: Name of petitioner, specifications of proposed locations, date of petition, signature of public utility company representative. Includes plans of proposed locations.
- ix. Photostatic copies of proceedings of meetings of county commissioners relative to repairs, alterations, discontinuance of county highways in Berlin, 1821-29: Names of commissioners, landowners; description of work, areas involved; place, date of meeting; date of recording, signatures of commissioners.
- x. Proceedings of state, county, and national elections: Names of ballot clerks; place, date, time of election; time for closing polls, number of votes cast for each candidate, total vote, results of election. For election warrants, see xvi.
- xi. Record of persons enrolled in the militia, submitted annually by assessors: For description, see entry 36.
- xii. Recounts of ballots: Name of candidate, title of office; number of votes for each candidate; date of recount; signatures of clerk and selectmen.
- xiii. Release of municipality and county from land damage claims, 1921--: Name of municipality, county, conditions, date of release; volume and page reference to instrument recorded in registry of deeds, date of recording; signatures of clerk and landowner.



- xiv. Town-meeting warrants: Place, date, time meeting; list articles to be voted upon, date of issue; signatures of clerk and selectmen. Includes constable's return. For copies of warrants 1784--, see entry 13.
  - xv. Transfer of funds by finance committee, record of, 1924--: Name of fund; amount, date of transfer; names of committee members, signatures of committee secretary and town clerk; date of recording by clerk.
  - xvi. Warrants for county, state, national elections: Names of candidates, title of office; place, date, time of election; hours polls open, date of warrant; signatures of selectmen and constable. Includes petitions for referenda. For election proceedings, see x.
- Arr. by subject and chron. thereunder by date of record. No index.  
Hdw., hdw. on ptd. form, typed. 8 x 3 x 3. 30 bdl., 1812-36, bsmt. safe;  
2 bdl., 1917--, res. of Harris G. Field (cl.), Walnut St.

40. OLD PAPERS, TREASURERS' BONDS, ETC., 1802-79. 1 bdl.

Contains:

- i. Auctioneer's bond, 1871: Name of auctioneer, guarantor; amount, conditions, date of bond; signature of guarantor's representative.
  - ii. Auctioneer's license, 1871: Name of licensee; purpose, date of license; signatures of selectmen.
  - iii. Certificates of assessments authorizing collection of taxes by collector, 1813-43: Amount, type, date of assessment; due date of payment to treasurer, signatures of assessors.
  - iv. Fence division agreements, 1812-55: Names of principals of agreement; location, description of fence; conditions, date of agreement. For record of agreements 1772-1890, see entry 134.
  - v. Personal property mortgages, 1802-70: For description, see entry 29.
  - vi. Town officers' fidelity bonds, 1815-79: For description, see entry 8-iv.
  - vii. Warranty deeds to town property, 1802-70: For description, see entry 8-v.
- No obvious arr. No I Hdw. or typed on ptd. form. 9 x 2 x 2.

41. (PARENTS' CONSENT TO MARRIAGE OF MINOR), 1859-90. 1 bdl.

Name of minor, date of consent, signatures of parents. Arr. chron, by date of consent. No index. Hdw. 9 x 2 x 3.

### III. REGISTRARS OF VOTERS<sup>1</sup>

From 1812, when the town was incorporated, until 1884, the selectmen officiated at elections.<sup>2</sup> Since 1884 the selectmen, together with the

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1. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

2. Town Record, sixth vol., 1921-35, pp. 2-5, see entry 13.



town clerk, have by statute constituted the registrars of voters.<sup>1</sup>

Except where otherwise noted, all records are in the residence of Harris G. Field (clerk), Walnut Street.

42. RECORD BOOK (Minutes of Meeting), 1918--. 1 vol. System estab. 1918.

Discussion and action, registration of new voters, preparation of ballots, election returns; appointment of wardens, checkers; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 200 pp. 12 x 10 x 1.

43. GENERAL (Annual) REGISTER OF VOTERS, 1877--. 4 vols.

System estab. 1877. Title varies: Register of the Voters of Berlin, 1877-83, 1 vol.

Name, address, occupation of registered voter; place, date of birth; names, birthplaces of parents; if naturalized citizens, name of court, date of naturalization; signature of voter. Arr. chron. by year and thereunder alph. by name of voter. No index. Hdw. 75 pp. 17 x 14 x 1/2. and 200 pp. 24 x 18 x 1. 1 vol., 1877-83, sel. safe, town officers' rm., T.H., 3 vols., 1884--., res. of Harris G. Field.

44. ANNUAL REGISTER (of Voters), 1931--. 1 vol.

Annual register used for ready reference: Name, address, age, occupation of registered voter. Arr. chron. by year and thereunder alph. by name of voter. No index. Hdw. 500 pp. 15 x 11 x 2.

45. (VOTING LIST), 1823-1925 (intermittently), 1926--. 2 bdl. System estab. 1823.

Names of voters. Arr. alph. by name of voter. No index. Hdw., 1823-1925, 1927, 1929-30; ptd. 1926, 1928, 1931--. 1 bdl., 1823-1930, bsmt. safe, Berlin Free Public Lib.; 1 bdl., 1931--., res. of Harris G. Field.

#### IV. ASSESSORS<sup>2</sup>

From 1812 through 1899, three assessors were elected annually. Since 1900 they have served three-year terms, one taking office annually.<sup>3</sup>

1. Ibid., pp. 101, 102; Acts, 1884, ch. 298, sec. 49.

2. For the statutory origin and development of this office, see Town and City Government in Massachusetts.

3. Town Records, first vol., 1784-1831, p. 200; fourth vol., 1878-1905, pp. 382, 396, see entry 13; Annual Report, 1939, p. 13, see entry 2.



Except where otherwise located, all records are in the assessors' safe, town officers' room, Town Hall. In addition to the following records, see entry 40-iii for certificates of assessments 1813-43; entry 41-i for military lists submitted to town clerk 1860, 1865-66, 1868, 1871; entry 65 for assessors' warrants to collector 1929--.

#### Minutes and Reports

46. RECORDS (Minutes of Meetings), 1908--. 1 vol. System estab. 1908. Discussion and decisions on proposed tax rates, abatement applications; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 300 pp. 14 x 8 x 1½.

#### Valuations and Assessments

47. VALUATION LIST FOR THE TOWN OF BERLIN, 1794--. 84 vols. (dated). Title varies: Record of Taxes, 1794-1897, 8 vols.; no title, 1898-1904, 1 vol.

Annual list of polls and real and personal property valuation: Name of taxpayer; location, description, valuation of property; amount, type, date of assessment; total tax, total number of polls. 1865-- includes address of taxpayer, table of aggregates; total valuation of real, personal property; grand total assessments, tax rate per \$1000, number of persons assessed; total state, county, local tax; number of dwellings, acres of land, horses, cattle, sheep, swine taxed. Arr. chron. by year and thereunder alph. by name of taxpayer. No index. Hdw. on ptd. form. 500 pp. 18 x 15 x 2½ and 100 pp. 23 x 18 x 1. 67 vols., 1794-1923, town va., Berlin Free Public Lib.; 17 vols., 1924--, assrs. safe.

For commitments 1873--, see entries 63, 64.

48. (ASSESSORS' FIELD RECORDS), 1895, 1923--. 7 vols., 2 f. b. Name, address of taxpayer; location, description, valuation of property; number of polls in family. Arr. alph. by name of taxpayer. No index. Hdw. Vols. 100 pp. 8 x 5 x ½; f. b. 10 x 5 x 18. 7 vols., 1895, 1923-30, town va., Berlin Free Public Lib.; 2 f. b., 1931--, assrs. safe.

49. (LIST OF REAL AND PERSONAL PROPERTY), 1936--. 1 bdl. Prior records destroyed.

Annual lists of properties submitted by public utility companies and business firms in Berlin: Name, address of taxpayer; location, description, amount, valuation of property; date of list, signature of taxpayer. Arr. chron. by year. No index. Typed on ptd. form. 14 x 9 x 4.



Assessors - Valuation and  
Assessment

(50-55)

50. (TAX BILLS), 1784-1864 intermittently. 53 vols.  
Record of bills for poll, real and personal tax: Name of taxpayer;  
location, description, valuation of property; amount, purpose,  
number, date of bill; number of polls in family. Arr. chron. by  
date of bill. No index. Hdw. 25 pp. 15 x 11 x  $\frac{1}{4}$ . Town va.,  
Berlin Free Public Lib.

51. (Published) VALUATION (Lists) AND TAXATION RECORDS, 1870-  
1927 intermittently. 9 vols.  
Name, address of taxpayer; location, description, valuation of property;  
amount, date of assessment. Arr. alph. by name of taxpayer. No index.  
Ptd. 24 pp. 9 x 6 x  $\frac{1}{8}$ .

Abatements

(See also entries 56, 57)

52. ABATEMENT RECORD, 1920--. 1 vol. System estab. 1920.  
Record of real and personal property abatements and poll-tax exemptions:  
Name, address of taxpayer; amount, type, date of assessment; amount,  
date of abatement, exemption; reason for abatement, total assessments,  
date of application. Arr. chron. by date of abatement. No index.  
Hdw. 50 pp. 10 x 8 x  $\frac{1}{2}$ .

53. (PROPERTY TAX ABATEMENT CERTIFICATES), 1929--. 4 vols.  
System estab. 1929.  
Name, address of taxpayer; amount, date of assessment; amount, cause,  
date of abatement; total tax, signatures of assessors. Also contains:  
(Poll Tax Abatement Certificates), 1929-38, entry 54. Arr. chron. by  
date of abatement. No index. Hdw. on ptd. form. 100 pp. 8 x  $3\frac{1}{2}$  x 1.

54. (POLL TAX ABATEMENT CERTIFICATES), Sept. 1938--. 1 vol.  
1929-38 in (Property Tax Abatement Certificates), entry 53.  
Name, address of taxpayer; amount, date of assessment; amount, date,  
number of abatement and reason therefor; signatures of assessors.  
Arr. chron. by date of abatement. No index. Hdw. on ptd. form.  
100 pp. 8 x  $3\frac{1}{2}$  x 1.

Motor Vehicle Excise

55. (Record of) MOTOR VEHICLE EXCISE (Assessments) OF BERLIN,  
1929--. 10 vols.  
Name, address of vehicle owner; make, model, valuation, year of manu-  
facture of vehicle; number, date of registration; amount, date of tax.  
Arr. alph. by name of vehicle owner. No index. Hdw. 200 pp. 18 x 15  
x  $\frac{1}{2}$ .

For commitments, see entry 66; for receipts, see entry 67.



56. ABATEMENT OF MOTOR VEHICLE EXCISE - (Duplicate) CERTIFICATES, 1929--. 3 vols.

Name of vehicle owner; make, model, year of manufacture of vehicle; amount, date of assessment, abatement; signatures of assessors. Arr. chron. by date of abatement. No index. Hdw. on ptd. form. 75 pp. 8 x 3½ x 3/4.

57. (Record of) ABATEMENTS - MOTOR VEHICLE EXCISE, 1929--. 1 vol.

Name, address of vehicle owner; make, registration number, year of manufacture of vehicle; amount, date of assessment, abatement; reason for abatement. Arr. chron. by date of abatement. No index. Hdw. 300 pp. 11 x 8 x 1.

Deeds

58. (DEED ABSTRACTS), 1910--. 1 f.b. System estab. 1910.

Abstracts of deeds to town and private property: Name of grantor, grantee; location, description of property; date of recording, volume and page reference to deed recorded in county registry of deeds. Arr. alph. by name of grantee. No index. Hdw. on ptd. form. 7 x 5 x 10.

59. (ABSTRACTS OF DEEDS OF LAND TAKEN), 1929--. 1 vol.

Abstracts of deeds of land taken by town or county for road construction: Name, address of grantor; description, area of land taken; purpose, date of taking; volume and page reference to deed recorded in county registry of deeds, date of recording. Arr. chron. by date of recording. No index. Hdw. on ptd. form. 100 pp. 8 x 10 x 1.

Miscellaneous

60. (INCOMING CORRESPONDENCE), 1935--. 1 letter file. Prior records destroyed.

Correspondence relative to tax returns and receipts, real estate leases, valuations, abatements. Arr. chron. by date of correspondence. No index. Typed. 12 x 15 x 4.

61. (APPELLATE TAX BOARD DECISIONS), 1934--. 1 f.d. Prior records destroyed.

Copies of decisions on applications for abatement: Name of appellant; location, valuation of property; amount, date of assessment; amount of valuation, abatement by tax board; docket number, signature of state commissioner of corporations and taxation. Arr. chron. by year. No index. Multigraph. 6 x 10 x 12.

62. (LISTS OF RESIDENTS), 1929-38. 1 f.b. System estab. 1929, discont. 1938.

Name, address, age, sex, nationality, occupation of resident. Arr. alph. by name of resident. No index. Typed. 10 x 5 x 18.



V. COLLECTOR OF TAXES<sup>1</sup>

(63-65)

During the district period (1784-1810) the collection of taxes was auctioned out to the lowest bidder, who thereupon became the constable.<sup>2</sup> He collected all except highway taxes, which were collected by the highway surveyors.<sup>3</sup> From 1789-92 an additional constable was elected to collect the ministerial tax.<sup>4</sup>

In 1821 the town meeting voted "to vest all powers for the collection of taxes in the town treasurer."<sup>5</sup> This continued until 1910, when it was voted to choose the treasurer and collector separately.<sup>6</sup> Since that year a collector has been elected annually.<sup>7</sup>

63. TAX LIST, 1873, 1888-97, 1899-1921, 1923--. 54 vols.

No title, 1873-1926, 1932--., 48 vols.

Record of commitments of real and personal property taxes: Name, address of taxpayer; amount, type of tax; total amount due; amount, date of payment. Also contains: (Record of Commitment of) Poll Tax, 1873-1930, entry 64. Arr. alph. by name of taxpayer. No index. 150 to 260 pp. 9 x 5 x 3/4 to 11 1/2 x 8 1/2 x 1. 47 vols., 1873, 1889-97, 1899-1921, 1923-33, bsmt. safe, Berlin Free Public Lib.; 1 vol., 1888, sel. safe, town officers' rm., T.H.; 6 vols., 1934--., res. of B. A. Jackson (coll.), West St.

For valuation lists 1794--., see entry 47.

64. (Record of Commitment of) POLL TAX, 1931--. 8 vols. 1873-1930 in Tax List, entry 63.

Name, address of taxpayer; number of polls in family, amount of tax, abatement; total amount due; amount, date of payment. Arr. alph. by name of taxpayer. No index. Hdw. on ptd. form. 150 pp. 8 1/2 x 6 1/2 x 1. 5 vols., 1931-35, bsmt. safe, Berlin Free Public Lib.; 3 vols., 1936--., res. of B. A. Jackson (coll.), West St.

For valuation lists 1794--., see entry 47.

65. ASSESSORS WARRANTS, 1929--. 2 bds. System estab. 1929.

Warrants issued annually for collection of poll, excise, state, town, and county taxes: Names of taxpayers; amount, type of assessment; due date of payment, total amount due, date of warrant, signatures

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 41, see entry 13.

3. Ibid., p. 4.

4. Ibid., pp. 59, 80.

5. Ibid., pp. 293, 294.

6. Annual Reports, 1911, p. 15, see entry 2.

7. Ibid., 1939, p. 13.



of assessors and date thereof. Arr. chron. by year. No index. Hdw. on ptd. form. 8 x 4 x 2. 1 bdl., 1929-35, bsmt. safe, Berlin Free Public Lib.; 1 bdl., 1936--, res. of B. A. Jackson (coll.), West St.

66. (Record of) MOTOR VEHICLE EXCISE (Tax Commitments), 1929--.  
11 vols. Tax authorized by law 1929.

Name, address of vehicle owner; amount of excise tax, abatement; total amount due; amount, date of payment. Arr. alph. by name of vehicle owner. No index. Hdw. 35 pp. 11 x 8 x  $\frac{1}{4}$ . 5 vols., 1929-33, bsmt. safe, Berlin Free Public Lib., 6 vols., 1934--, res. of B. A. Jackson (coll.), West St.

67. COLLECTORS CASH, 1923--. 14 vols. System estab. 1923.  
Record of collections of poll, real and personal property taxes: Name, address of taxpayer; amount, type of tax; amount of abatement, interest, costs; total amount due; amount, date of payment. 1929-- includes motor vehicle excise collections. Arr. chron. by date of payment. No index. Hdw. on ptd. form. 100 pp. 11 $\frac{1}{2}$  x 8 $\frac{1}{2}$  x 1. 10 vols., 1923-33, bsmt. safe, Berlin Free Public Lib.; 4 vols., 1934--, res. of B. A. Jackson (coll.), West St.

## VI. TREASURER<sup>1</sup>

The district treasurer was succeeded by the town treasurer in 1812, at the first town meeting.<sup>2</sup> He has been elected annually ever since.<sup>3</sup> In 1821 he was granted the power of collecting taxes; it was not removed until 1910, when the office of tax collector was created.<sup>4</sup>

Except where otherwise noted, all records are in the residence of Robert E. Taylor (treasurer), Central Street.

### General Accounts

68. JOURNAL, 1931--. 2 vols. System estab. 1931.  
Original recording of departmental appropriation grants, adjusting and closing bookkeeping entries, transfer of appropriation credit between departments: Name of department or account, amount credited; explanation.

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 200, see entry 13.

3. Annual Report, 1939, p. 13, see entry 2.

4. Town Records, first vol., 1784-1831, pp. 292-293; fifth vol., 1906-20, p. 130, see entry 13.



date of entry. Arr. chron. by date of entry. No index. Hdw. 300 pp. 14 x 9 x 1. 1931-36, 1 vol., sel. safe, town officers' rm., T.H.; 1 vol., 1937--, res. of Robert E. Taylor.

69. (Published Record of) RECEIPTS (and Expenditures) AND RE-SOURCES OF BERLIN, 1867, 1875. 2 vols.

Name of payer, payee; amount, source or purpose, date of receipt or expenditure. Arr. chron. by dated receipt or expenditure. No index. Ptd. 10 pp. 5½ x 7½ x 1/8. Widener Lib., Harvard University, Cambridge.

70. TREASURER'S BOOK (of Expenditures), 1805--. 7 vols.

Expenditures for state and county taxes, maintenance of town institutions, notes, interest, departmental administration: Name of payee, department charged; amount, accounting, date of payment; order number. Also contains:

i. Appropriations granted to town departments, 1931--: Name of department; amount, date of appropriation.

ii. Cash (Receipts), 1805-1904, entry 71.

Arr. chron. by date of transaction. No index. Hdw. 300 pp. 14 x 9 x 1½. Town va., Berlin Free Public Lib.

71. CASH (Receipts), 1904--. 2 vols. System estab. 1904.

1805-1804 in Treasurer's Book (of Expenditures), entry 70. Record of receipts from taxes, tax-title redemptions, licenses and permits, department revenue, interest loans, funds: Name of payer, department credited; amount, source, date of income. Arr. chron. by date of income. No index. Hdw. 200 pp. 13½ x 2½ x 1. 1 vol., 1904-32, town va., Berlin Free Public Lib., 1 vol., 1932--, res. of Robert E. Taylor.

Notes and Canceled Checks

72. DEPARTMENT OF CORPORATIONS AND TAXATION, 1920--. 6 vols. (1-6). System estab. 1920.

Record of town notes issued: Name of bank; amount, purpose, terms, interest rates, dates of issue and maturity, number of note. Arr. chron. by date of issue. No index. Hdw. on ptd. form. 10 pp. 18 x 12 x ¼. 3 vols., 1920-29, town va., Berlin Free Public Lib.; 3 vols., 1930--, res. of Robert E. Taylor.

73. (CANCELED CHECKS), 1926--. 6 bds. Prior records destroyed.

Name of bank, payee; amount, number, date of check; signature of payer. Reverse includes endorsement of payee, certification of payment. Arr. num. by check no. No index. Typed on ptd. form. 5 bds., 1926-37, town va., Berlin Free Public Lib.; 1 bd., 1938--, res. of Robert E. Taylor.



## Warrants

## 74. (SELECTMEN'S WARRANTS), 1909--. 11 bdls.

Warrants authorizing payment of departmental expenditures: Name of payee, department charged; amount, itemization, date of bill; amount, number, date of warrant; signatures of selectmen. Arr. chron. by date of warrant. No index. Hdw. on ptd. form. 7 bdls., 1909-32, town va., Berlin Free Public Lib., 4 bdls., 1932--, res. of Robert E. Taylor.

For selectmen's record of warrants 1784--, see entry 5.

## 75. (TREASURER'S WARRANTS), 1914-16, 1924-30. 2 vols.

Monthly record of warrants authorizing payment of departmental expenditures. Name of payee, department charged; amount, purpose, of payment; date of approval. Arr. chron. by month. No index. Hdw. 100 pp. 14 x 8½ x ½ and 150 pp. 8½ x 7 x ½. Sel. safe, town officers' rm., T.H.

For selectmen's record of warrants 1784--, see entry 5.

VII. AUDITOR<sup>1</sup>

Since 1890, an auditor has been elected annually by the town meeting.<sup>2</sup> Prior to that time, the town books were examined by special auditing committees or by selectmen.

The auditor keeps no records.

VIII. FINANCE COMMITTEE<sup>3</sup>

In accordance with the vote of the town meeting held February 4, 1924, a committee of three named by the moderator submitted six names to be approved by the town as a finance committee.<sup>4</sup> At its first meeting, the committee, having "had no instructions from the town as to its duties" drew up a set of bylaws to govern its action.<sup>5</sup> As defined in these bylaws, the duties of the committee consisted in recommending to the voters action on all articles in the town warrant concerning the

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, fourth vol., 1878-1905, p. 213, see entry 13; Annual Report, 1939, p. 14, see entry 2.

3. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

Annual Reports, 1924, p. 32, see entry 2.

5. Ibid.



appropriation and expenditure of money.<sup>1</sup> The bylaws were approved by the selectmen.<sup>2</sup>

The following year, on recommendation of the committee, the town meeting voted that the members be appointed by the moderator, two for one year, two for two years, and two for three years.<sup>3</sup> In 1926, and each year thereafter until 1933 two were appointed for three years.<sup>4</sup>

At the town meeting held February 6, 1933, it was voted to accept the recommendations of the committee that its members be chosen by a nominating committee consisting of the moderator, the chairman of the selectmen, and the chairman of the previous finance committee.<sup>5</sup> This method of appointment is still in use.<sup>6</sup>

In addition to the following record, see entry 39-xv for record of transfer of funds by finance committee 1924--.

76. (MINUTES OF MEETINGS), 1925--. 3 bds., 3 vols. Discussion and decisions on transfer of funds, recommendations of annual appropriations, articles relating to finances as drawn up for town-meeting warrants; date of meeting, signature of clerk of committee. Arr. chron. by date of meeting. No index. Hdw. Bds. 11 x 6 x 3/4; vols. 85 pp. 11 x 6 x 3/4. Res. of Vincent S. Eager (cl. of committee), South St.

#### IX. TRUSTEES OF TRUST FUNDS<sup>7</sup>

This office was established in 1890, and since that time it has consisted of three trustees elected, one annually, for three-year terms.<sup>8</sup> At the end of 1938 they had supervision over eleven trust funds totaling more than \$20,000 and producing an income of \$500, which was used for support of the library and schools, relief of aged women, and for the care of certain cemetery lots.<sup>9</sup>

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1. Ibid.
  2. Ibid., p. 33.
  3. Town Records, sixth vol., 1921-35, p. 118, see entry 13.
  4. Annual Reports, 1926, p. 31; 1932, p. 3, see entry 2.
  5. Ibid., 1933, p. 17.
  6. Ibid., 1939, p. 4.
  7. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.
  8. Town Records, sixth vol., 1921-35, pp. 216, 236; seventh vol., 1936-41, p. 48, see entry 13.
  9. Annual Report, 1939, pp. 41-43, see entry 2.



77. (RECORD OF FUNDS PLACED IN TRUST FOR TOWN), 1817--. 1 vol.  
System estab. 1817.

Name, amount, purpose, conditions, date of fund; amount, accounting date of expenditure; balance. alph. by name of fund. No index. Hdw. 175 pp. 11 x 9 x 3/4. Res. of Robert E. Taylor (treas.), Central St.

#### X. SCHOOL COMMITTEE<sup>1</sup>

At the time that Berlin was incorporated, the school committee consisted of four persons, one from each quarter of the town, elected for a one-year term. This was the system in vogue until 1827, when two school committees were elected: an "examining" committee of five, and a "providing" or prudential committee of four.<sup>2</sup> After 1834 nothing more is heard of the prudential committee,<sup>3</sup> but from 1828 through 1857, the "inspecting" or "superintending" school committee was elected annually. Its members varied in number from three to five through 1839, probably in accordance with the number of school districts in the town, but after that, it was restricted to three elected annually.<sup>4</sup> With the extinction of the district system in 1858,<sup>5</sup> the school committee as known today came into being. Three have been elected for three-year terms, one new member annually, to the present time, with the exception of a few scattered years.<sup>6</sup>

Berlin has no high school, but since 1894 has paid the tuition costs of Berlin children attending high school in other towns.<sup>7</sup>

In 1890 it was voted that Berlin form a union in conjunction with one or more neighboring towns to hire a superintendent of schools, and \$125 was appropriated for his salary.<sup>8</sup> During the same year, such a union was formed with the towns of Southborough, Northborough, and Shrewsbury.<sup>9</sup> The superintendent has been elected in this fashion to the present time.

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 386, see entry 13.

3. Ibid., second vol., 1834-56, p. 51.

4. Ibid., first vol., 1784-1831, pp. 402, 449; second vol., 1834-56, pp. 142, 154; third vol., 1856-77, p. 50.

5. Ibid.

6. Ibid., p. 47; Annual Report, 1939, p. 14, see entry 2.

7. Ibid., 1893, p. 33.

8. Town Records, fourth vol., 1878-1905, p. 217, see entry 13.

9. Records of School Committee Meetings, first vol., 1858-1926, meeting of Apr. 8, 1890, see entry 78.



The first truant officer was appointed by the selectmen in 1880.<sup>1</sup> The following year, and for ten years thereafter, the selectmen appointed two truant officers, but since 1891 the school committee has made these appointments.<sup>2</sup> Since about 1913, in accordance with state law, one officer known as an attendance officer has been appointed annually by the school committee.<sup>3</sup>

In addition, the school committee appoints the school physician, school nurse (in conjunction with the Nashoba Health Unit), and all teachers.

78. RECORDS (School Committee Meetings), 1858--. 2 vols. Discussion and decisions regarding school policy and curricula, appointment of teachers, approval of bills and textbooks; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 200 pp. 13 x 8 x 1½. 1 vol., 1858-1926, bsmt. safe, Berlin Free Public Lib.; 1 vol., 1927--, safe, off. of Percy R. Coldwell, Central St.

79. COPY OF PROCEEDINGS OF (Meetings of) NORTHWEST DISTRICT IN RELATION TO ORGANIZE SAID DISTRICT, 1835-61. 1 vol. System estab. 1835, discont. 1861. Discussion and decisions relative to appointment of teachers, election of district school agents, construction and maintenance of school buildings, date of meeting. Includes record of expenditures for supplies. Arr. chron. by date of meeting. No index. Hdw. 250 pp. 8½ x 7 x 3/4. Town va., Berlin Free Public Lib.

#### Center Grammar School

Except where otherwise noted, all records are in the classroom, Center School.

80. CENTER SCHOOL DISTRICT PAPERS, 1837-60. 1 bdl. Contains:

- i. Receipted school bills for labor: Itemization cost, number of hours of work; signature of district secretary.
- ii. Reports of prudential committee on expenditures for salaries and supplies: Amount, purpose of expenditure; signatures of committeemen.
- iii. Warrants and proceedings of district meetings: Discussion and decisions relative to election of school district officers and other articles in town-meeting warrants.

No obvious arr. No index. Hdw. 8 x 4 x 3. Bsmt. safe, Berlin Free Public Lib.

1. Town Records, fourth vol., p. 40, see entry 13.

2. Ibid., p. 215; Records of School Committee Meetings, first vol., 1858-1926, meeting of Mar. 1891, see entry 78.

3. Acts, 1913, ch. 779, sec. 2; Annual Report, 1939, p. 77, see entry 2.



81. MASSACHUSETTS SCHOOL REGISTER, 1903--. 37 vols. (dated).  
System estab. 1903.

Record of enrollment and attendance: Name, age, grade number of pupil; number of pupils enrolled; percentage of daily attendance; net average membership, name of parent or guardian. Arr. num. by grade no. and thereunder alph. by name of pupil. No index. Hdw. on ptd. form. 75 pp. 12 x 11½ x ¼. Desk.

82. OFFICE (Pupils' Registration) RECORDS, 1913--. 2 bds. System estab. 1913.

Name, present and prior addresses of pupils; place, date of birth; present address (if transferred), age at time of discharge; name of school, grade of last attendance; scholarship, attendance, conduct, health record; date of vaccination, admission, discharge; year of graduation class; name, occupation of parent or guardian; remarks. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 6 x 4 x 1½. Desk.

83. RECORD OF CENTER SCHOOL, 1906--. 5 vols.

Monthly scholastic record: Name, grade of pupil; record of marks received, attendance record. Arr. chron. by month and thereunder alph. by name of pupil. No index. Hdw. on ptd. form. 150 pp. 10½ x 8½ x ¼. Desk.

84. (PUPILS' PHYSICAL RECORDS), 1931--. 2 bds. Prior records destroyed.

Name, address, sex, grade number of pupil; results of physical examination; nature, date of disease (if any); record of defects requiring treatment and results thereof, medical history of other children in family; names, birth-places, dates of birth, occupations of parents; date of physical examination, remarks. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 10 x 8 x 3. Closet.

#### South School

Except where otherwise noted, all records are in the class, South School, Crosby Road.

85. (Minutes of) THE SOUTH SCHOOL DISTRICT (Meetings) - CLERK'S BOOK, 1835-69. 1 vol. System estab. 1835, discont. 1869.

Discussion and decisions on appropriations for school supplies, repairs, maintenance; appointment of teachers; recommendations to parents; date of meeting. Arr. chron. by date of meeting. No index. Hdw. 250 pp. 8½ x 7 x 3/4. Town va., Berlin Free Public Lib.

86. MASSACHUSETTS SCHOOL REGISTER, 1909--. 31 vols. (dated).  
System estab. 1909.

For description, see entry 81. Arr. alph. by name of pupil. No index. Hdw. on ptd. form. 75 pp. 12 x 11½ x ¼. Desk.



## School Committee - South School

(87-93)

87. (PUPILS' REGISTRATION CARDS), 1913--. 2 bds.  
For description, see entry 82. Arr. alph. by name of pupil. No index.  
Hdw. on ptd. form. 6 x 4 x 4. Closet.

88. SOUTH SCHOOL - BERLIN, MASS. (Monthly Scholastic) RECORD BOOK, 1914-29. 1 vol.  
For description, see entry 83. Arr. chron. by month and thereunder alph. by name of pupil. No index. Hdw. under ptd. head. 150 pp. 10½ x 8½ x ¼. Closet.

89. (ANNUAL RECORD OF METROPOLITAN ACHIEVEMENT TESTS), 1934--. 2 bds.  
Name, age, grade number of pupil; name of subject tested, score earned, grade equivalent, name of teacher, date of test. Arr. chron. by year, thereunder num. by grade no., and thereunder alph. by name of pupil. No index. Hdw. on ptd. form. 8 x 6 x 2. Desk.

90. (CLASS PROGRESS CHARTS IN ARITHMETIC), 1931-33. 1 bdl.  
Grade, period covered, monthly markings indicating progress of class, date of chart. No obvious arr. No index. Hand-drawn on ptd. graph. 8 x 5 x 3. Closet.

## West School

Except where otherwise noted, all records are in the desk, classroom, West School, Larkin Road.

91. (PROMOTION CARDS), 1936. 1 bdl.  
Name of pupil, statement of promotion or failure, number of grade to which promoted, signature of teacher. No obvious arr. No index. Hdw. on ptd. form. 5 x 3 x 2. Closet.

92. (DISCHARGE AND TRANSFER CARDS), 1926-31. 1 bdl.  
Contains:

- i. Discharge cards: Name, address, date of birth, grade number of pupil; date of last attendance, transfer; name, occupation of father; signature of school principal.
  - ii. Transfer cards: Name of school: Name, address, age, grade number of pupil; record of health, scholarship, conduct; number of days of attendance; date of last attendance, transfer; names of parents, signature of teacher.
- Discharges arr. chron. by date of discharge; transfers, arr. chron. by date of transfer. No index. Hdw. on ptd. form. 5 x 4 x 2. Desk.

93. RECORDS OF WEST SCHOOL DISTRICT (Meetings), BERLIN, 1863-69. 1 vol.  
For description see entry 85. Arr. chron. by date of meeting. No index. Hdw. 250 pp. 11 x 8½ x 1.



94. MASSACHUSETTS SCHOOL REGISTER, 1919--. 21 vols.  
For description, see entry 81. Arr. num. by grade no. and thereunder  
alph. by name of pupil. No index. Hdw. on ptd. form. 75 pp. 12 x 11 $\frac{1}{2}$   
x  $\frac{1}{4}$ . 17 vols., 1919-33, 1938--., desk, classroom, West School; 4 vols.,  
1934-37, desk, classroom, Center School.

95. OFFICE (Pupils' Registration) RECORD, 1936--. 1 bdl.  
For description, see entry 82. Arr. alph. by name of pupil. No index.  
Hdw. on ptd. form. 6 x 4 x 1.

96. (MONTHLY SCHOLASTIC RECORD), 1936--. 1 vol.  
For description, see entry 83. Arr. chron. by month and thereunder alph.  
by name of pupil. No index. Hdw. under ptd. head. 150 pp. 10 $\frac{1}{2}$  x 8 $\frac{1}{2}$  x  $\frac{1}{4}$ .

97. (ANNUAL RECORD OF METROPOLITAN ACHIEVEMENT TESTS), 1936--. 1 bdl.  
For description, see entry 89. Arr. chron. by year, thereunder num. by  
grade no., and thereunder alph. by name of pupil. No index. Hdw. on ptd.  
form. 8 x 6 x 4.

#### East School

Except where otherwise noted, all records are in the classroom,  
East School, Gates Pond Road.

98. MASSACHUSETTS SCHOOL REGISTER, 1909--. 31 vols. (dated),  
System estab. 1909.  
For description, see entry 81. Arr. chron. by year, thereunder num. by  
grade no., and thereunder alph. by name of pupil. No index. Hdw. on  
ptd. form. 75 pp. 12 x 11 $\frac{1}{2}$  x  $\frac{1}{4}$ . 30 vols., 1909-12, 1914--., closet;  
1 vol., 1913, desk, classroom, Center Grammar School.

99. OFFICE (Pupils' Registration) CARDS, 1936--. 1 bdl. System  
estab. 1936.  
For description, see entry 82. Arr. alph. by name of pupil. No index.  
Hdw. on ptd. form. 6 x 4 x 1. Desk.

100. (MONTHLY SCHOLASTIC RECORD), 1924--. 2 vols. System estab.  
1924.  
For description, see entry 83. Arr. chron. by month. No index. Hdw.  
under ptd. head. 150 pp. 10 $\frac{1}{2}$  x 8 $\frac{1}{2}$  x  $\frac{1}{4}$ . Desk.

101. (ANNUAL RECORD OF METROPOLITAN ACHIEVEMENT TESTS), 1932--.  
5 bdls. System estab. 1932.  
For description, see entry 89. Arr. chron. by year, thereunder num. by  
grade no., and thereunder alph. by name of pupil. No index. Hdw. on  
ptd. form. 8 x 6 x  $\frac{1}{2}$ . Closet.



102. (CLASS PROGRESS CHARTS IN ARITHMETIC), 1931-32. 1 bdl.  
For description, see entry 90. Arr. chron. by date of chart. No  
index. Hand-drawn on ptd. graph. 8 x 5 x 1. Closet.

#### North School

103. MASSACHUSETTS SCHOOL REGISTER, 1917-33. 17 vols. (dated).  
Missing: 1934-36. System estab. 1917; North School  
closed 1936.

For description, see entry 81. Arr. chron. by year, thereunder num.  
by grade no., and thereunder alph. by name of pupil. No index. Hdw.  
on ptd. form. 75 pp. 12 x 11½ x ½. Desk, class room, Center School.

### XI. SUPERINTENDENT OF SCHOOLS<sup>1</sup>

The town meeting of 1890 voted that Berlin unite with one or more  
towns in the employment of a school superintendent.<sup>2</sup> Such a union was  
formed with Southboro, Northboro, and Shrewsbury, and a superintendent  
chosen.<sup>3</sup> His term of office is three years.<sup>4</sup>

104. EDUCATION (Correspondence), 1935--. 1 f. d.  
Correspondence relative to administration of office, school curricula,  
financial and other reports. Arr. by chron. by date of correspondence.  
No index. Typed. 1½ x 10½ x 15½. Town officers' rm., T.H.

### XII. SCHOOL PHYSICIAN<sup>1</sup>

The school committee has appointed a school physician annually  
since 1907.<sup>5</sup>

The physician keeps no records.

1. For statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, fourth vol., 1878-1905, p. 217, see entry 13.

3. Records of School Committee Meetings first vol., 1858-1926,  
p. 35, see entry 78.

4. Ibid., second vol., 1927-41, p. 4, Annual Report, 1939, p. 77,  
see entry 2.

5. Records of School Committee Meetings, first vol., 1858-1926,  
p. 92, see entry 78; Annual Report, 1939, p. 77, see entry 2.



XIII. ATTENDANCE OFFICER<sup>1</sup>

From 1880 through 1890 the selectmen appointed truant officers annually, one the first year and two the ensuing years.<sup>2</sup> Since 1891 the school committee has appointed one truant officer or attendance officer annually. The change in title occurred in 1927.<sup>3</sup>

This officer keeps no records.

XIV. CENSUS ENUMERATOR<sup>1</sup>

Since 1902 a census enumerator has been appointed annually by the school committee. His duty consists of taking a census of children that will be of school age the following year.<sup>4</sup>

This officer keeps no records.

XV. LIBRARY TRUSTEES<sup>1</sup>

From 1891, when the first library trustees were elected in Berlin, through 1901, this office was composed of three men elected for three-year terms.<sup>5</sup> Since 1902 it has consisted of six members, two elected each year for three-year terms.<sup>6</sup>

Except where otherwise noted, all records are in the librarian's office, Berlin Free Public Library.

105. (MINUTES OF MEETINGS), 1925--. 2 vols.  
Discussion and decisions regarding accession and circulation of books, disposition of trust funds, approval of bills, maintenance of building;

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, fourth vol., 1878-1905, pp. 40, 215, see entry 13.

3. Records of School Committee Meetings, first vol., 1858-1926, p. 31; second vol., 1927-41, p. 83, see entry 78; Annual Report, 1939, p. 77, see entry 2.

4. Records of School Committee Meetings, first vol., 1858-1926, p. 52; second vol., 1927-41, p. 24, see entry 78.

5. Town Records, fourth vol., 1878-1905, p. 237, see entry 13.

6. Ibid., p. 421; seventh vol., 1936-41, p. 48.



date of meeting. Arr. chron. by date of meeting. No index. Hdw.  
150 pp. 10 x 8 x 1. Res. of Mrs. Marion C. Fromant (secy.). Crosby Rd.

106. (RECEIPTS AND EXPENDITURES), 1932--. 1 vol.

Record of receipts from town appropriations, trust funds: Amount, source, date of income; total monthly receipts. Expenditures for salaries, books, repairs, supplies, insurance, maintenance: Amount, accounting, date of expenditure; total monthly expenditures. Includes record of books purchased: Title, author, publisher, cost of book; date of purchase. Arr. chron. by date of transaction. No index. Hdw. 250 pp. 7 x 5 x 1.  
Res. of Mrs. Waldo Wheeler (financial secy.), Summer Rd.

107. (ACCESSION RECORDS), 1891--. 2 vols.

List of books acquired through purchases or gifts: Name of author, publisher; date of publication, type of binding, number of book; source, date of accession. Arr. chron. by date of accession. No index. Hdw. 288 pp. 13 x 10½ x 1.

108. (DAILY CIRCULATION RECORD), 1916--. 2 vols.

Name of book, magazine; classification numbers of books circulated; date of circulation. Arr. chron. by date of circulation. No index. Hdw. 250 pp. 11½ x 9 x 3/4.

109. (DAILY MAGAZINE CIRCULATION RECORD), 1924-27. 1 vol.

Name of magazine, date of circulation. Arr. chron. by date of circulation. Indexed alph. by name of magazine. Hdw. 250 pp. 11½ x 9 x 3/4.

# XVI. BOARD OF PUBLIC WELFARE<sup>1</sup>

From 1812 through 1841 it was the custom in Berlin to "set up the poor to be struck off to the lowest bidder", leaving those not "struck off" to the care of the selectmen.<sup>2</sup> From 1842 through 1851, however, a board of overseers of the poor was elected annually.<sup>3</sup> In 1852 the selectmen were elected as overseers, and they continued to hold both offices through 1931.<sup>4</sup> Finally, since 1932, a three-man board of public welfare has been elected, one member annually for three-year terms.<sup>5</sup> The board of public welfare has been in direct charge of

1. For the statutory origin and duties of this office, see Town and City Government in Massachusetts.

2. Town Records, first vol. 1784-1831, p. 211; second vol. 1834-56, p. 4, 198, see entry 13.

3. Ibid., pp. 200, 221, 418.

4. Ibid., first vol. 1784-1831, p. 510; fourth vol., 1878-1905, p. 457; fifth vol., 1906-20, p. 290.

5. Ibid., sixth vol., 1921-35, p. 370; Annual Report, 1938, p. 14, see entry 2.



(110-113)

## Board of Public Welfare

old age assistance since 1932,<sup>1</sup> and is also in charge of aid to dependent children.<sup>2</sup>

Since 1925 Berlin has been a member of the Charlton Home Farm Association, contributing annually to its support.<sup>3</sup>

Except where otherwise noted, all records are in the selectmen's safe, town officers' room, Town Hall,

110. PAUPER REGISTER, 1864--. 4 vols. System estab. 1864. Title varies: Register of Persons Supported by the Town of Berlin, 1864-93, 1 vol.; Record of Persons Aided by the Overseers of Poor, Town of Berlin, 1894-1911, 1 vol.

Case histories of aid recipients: Name, age, sex, settlement status, temperance habits, employability of recipient; place, date of birth; physical, mental condition; cause, date of death; place of support, hospitalization (if any); birthplaces of parents; date aid granted, ceased; disposition of case; number, date of registration. Arr. chron. by date of registration. 1 vol., 1894-1911, indexed alph. by name of recipient; 3 vols., 1864-93, 1912--, no index. Hdw. under ptd. head. 200 pp. 15 x 14 x  $\frac{1}{4}$  and 500 pp. 13 x 10 x 2. 1 vol., 1864-93, town va., Berlin Free Public Lib.; 3 vols., 1894--, sel. safe.

111. (RECORD OF AID RENDERED), 1933--. 1 f.d., 1 vol. System estab. 1933.

Name, address, settlement status of recipient; amount, type, date of aid; total monthly aid granted. Arr. alph. by name of recipient. No index. Hdw. on ptd. form. F.d. 1 $\frac{1}{2}$  x 10 $\frac{1}{2}$  x 15 $\frac{1}{2}$ ; vol. 100 pp. 12 x 9 $\frac{1}{2}$  x 1.

112. JOURNAL (Orders), 1820-26, 1860-1914. 2 vols. Title varies: The Book for Recording Orders Kept by the Selectmen, 1820-26.

Record of commodity orders given to welfare recipients: Name, address of recipient; purpose, amount, date of order. Arr. chron. by date of order. No index. Hdw. 250 pp. 13 x 8 $\frac{1}{2}$  x 1 $\frac{1}{4}$ . 1 vol., 1820-26, town va., Berlin Free Public Lib.; 1 vol., 1860-1914, sel. safe.

113. (Miscellaneous) WELFARE (Records), 1830-40, 1875, 1877, 1885, 1928--. 6 envs., 2 letter files, 1 f.d. No title, 1830-1934, 6 envs., 2 letter files.

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1. Town Records, sixth vol., 1921-35, p. 372, see entry 13.

2. Annual Report, 1938, p. 38, see entry 2.

3. Town Records, sixth vol., 1921-35, p. 124, see entry 13; Annual Report, 1938, p. 39, see entry 2.



## Contains:

- i. Authorizations by state department of public welfare, to make payments to aid recipients, 1928--: Name, address, case number of recipient; amount, date of authorization; recommendations.
  - ii. Bills from state lunatic hospital for board given aid recipients, 1830, 1838, 1875, 1885; from hospitals for medical aid rendered aid recipients, 1928--; and to state department of public welfare (copies) for temporary aid granted, 1928--.
  - iii. Claims from outside municipalities for aid rendered persons having legal settlement in Berlin, 1928--: Name, address, settlement status of aid recipient; number in family, reason for aid, amount of aid granted, signature of welfare agent, date of claim.
  - iv. Indentures of minors bound out, 1830-40: Name of minor; terms, date of indenture; signatures of overseers of the poor, witnesses.
  - v. Monthly poor relief returns to state department of public welfare, 1928--: Cost of support of poor in private institutions or own home; amount charged to other municipalities, to state; amount charged for old age assistance and administration and general expenses of welfare board; amount received from charity trust funds; amount of money received for state cases, amount of reimbursements from outside municipalities; total receipts, and expenditures of local department.
  - vi. Reimbursement claims (copies) for Berlin residents having legal settlement in other municipalities, 1928--: Name, address of recipient; number in family, amount of weekly aid, signature of welfare agent. Includes doctors' bills for medical care rendered to recipients.
- Arr. by subject and thereunder chron. by date of record. No index. i, iii-vi, typed on ptd. form; ii, hdw.; vii, hdw. on ptd. form. Envs. 10 x 12 x  $\frac{1}{2}$ ; letter files 13 x 12 x 4; f.d.  $1\frac{1}{2}$  x  $10\frac{1}{2}$  x  $15\frac{1}{2}$ . 6 envs., 1830-40, 1875, 1877, 1885, 1931-34, sel. safe; 2 letter files, 1 f.d. 1928-30, 1935--, town officers' rm., T.H.

114. ERA, CWA, WPA, CCC, 1934--. 1 drawer.

Contains the following papers relating to CCC and WPA.

- i. Applications for CCC enrollment: Name, address, age, family history of applicant; signature of selecting agent.
- ii. Applications (WPA form 55), 1935--: Name, occupation of applicant; place, date of birth; statement of property ownership; names, ages of dependents; date of application, signature of WPA coordinator.
- iii. Certification of eligibility (WPA form 710A), 1935--: Name, age, former employment of applicant; place, date of birth; names, ages of dependents; date of certification, signature of WPA coordinator.

Arr. chron. by date of application or certificate. No index. Hdw. on ptd. form.  $1\frac{1}{2}$  x  $10\frac{1}{2}$  x  $15\frac{1}{2}$ . Town officers' rm., T.H.



## 115. (AID TO DEPENDENT CHILDREN), 1935--. 1 f.d.

Contains the following case papers:

- i. Applications for aid: Names, ages, health and social histories of mother and children; date of application.
- ii. Children's birth certificates (copies): Name of child, attending physician; place, date of birth of child; names, address, birthplaces of parents; date of certificate.
- iii. Correspondence from state supervisor of aid to dependent children advising care or special disposition of case.
- iv. Monthly statistical reports (copies) to state department of public welfare: Number of applications for aid received, number of children under 16 years of age, number of families receiving aid; total number of children, families aided; total amount of monthly payments, date of report, signature of clerk of board.
- v. Notices (copies) of allotments from Federal Social Security Board, 1937--: Amount allotted for aid, administration of relief; date of notice, signature of Social Security Board official.

Arr. by subject and thereunder chron. by date of record. No index.

Hdw. on multigraphed sheets.  $1\frac{1}{2}$  x  $10\frac{1}{2}$  x  $15\frac{1}{2}$ . Town officers' rm., T.H.

## 116. OLD AGE ASSISTANCE (Case Papers), 1931--. 1 f.d.

Contains:

- i. Application and first interview: Name, address of applicant; mental, physical condition; amount, description of personal property, cash, securities; date of interview; signature of applicant, witness.
- ii. Bills from outside municipalities for aid rendered to residents of Berlin: Name, case number of recipient; amount, date of bill.
- iii. Monthly reports (copies) to selectmen: Number of applications for aid received, number of new cases; amounts granted, monthly total, date of report, signature of welfare agent.
- iv. Statement of allotments for old age assistance made by state department of public welfare and Federal Social Security Board: Amount of allotment, date of statement, signature of state supervisor or federal director.

Arr. by subject and thereunder chron. by date of record. No index.

Hdw. on ptd. form. Typed under ptd. head.  $4\frac{1}{2}$  x  $10\frac{1}{2}$  x  $15\frac{1}{2}$ .

## 117. (Record of) OLD AGE ASSISTANCE (Aid Rendered), 1931--. 1 vol.

Name, address of recipient; amount, date of aid. Arr. alph. by name of recipient. No index. Hdw. 50 pp.  $12$  x  $10$  x  $\frac{1}{2}$ .



XVII. AGENT FOR BOARD OF HEALTH<sup>1</sup>

The selectmen have always handled matters pertaining to public health in Berlin. Their duties were formalized by a statute passed in 1898.<sup>2</sup> Since 1937, however, the town has been part of the Nashoba associated boards of health, which act as agent of the board of health of Berlin.<sup>3</sup> The Nashoba health unit consists of seven towns which together pay for the services of a physician and a nurse. Berlin appropriates \$150 to pay for the nurse and approximately \$400 as its share of the Nashoba Unit's expenses.<sup>4</sup> The unit visits all the schools in Berlin, examines children, conducts diphtheria and tuberculosis clinics, and "well-child conferences." In addition, the director examines all dairy farms and milk plants, tests well-water, and reports on the sanitary facilities of the school.<sup>5</sup> Berlin appoints one of its selectmen to represent the town in the Nashoba unit,<sup>6</sup> and the selectmen appoint the director of the Nashoba unit as their general agent.<sup>7</sup> Apart from this, the selectmen also appoint an agent to issue burial permits, who has no connection with the Nashoba Unit.<sup>8</sup>

118. RECORD OF DANGEROUS DISEASES - TOWN OF BERLIN, 1898-1911, 1916--. 2 vols. System estab. 1898. Title varies: Record of Contagious Diseases, 1898-1911.

Name, address of patient; name of informant; type, date of origin of disease; number, disposition of case; date of report. Arr. chron. by date of report. No index. Hdw. on ptd. form. 100 pp. 14 x 10½ x ½ and 100 pp. 15 x 14 x ½. Sel. safe, town officers' rm., T.H.

XVIII. PUBLIC HEALTH NURSE<sup>1</sup>

Since 1937, the town of Berlin has been a member of the Nashoba associated boards of health, appropriating a certain sum annually for the support of the organization.<sup>9</sup> As part of this arrangement, a public

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1. For the statutory origin and duties of this office, see City and Town Government of Massachusetts.

2. Acts, 1898, ch. 548.

3. Town Records, seventh vol., 1936-41, p. 33, see entry 13.

4. Annual Report, 1939, p. 13, see entry 2.

5. Ibid., pp. 43-47.

6. Town Records, seventh vol., 1936-41, p. 41, see entry 13.

7. Annual Report, 1939, pp. 4, 46, see entry 2.

8. Ibid., p. 4.

9. Town Records, seventh vol., 1936-41, pp. 33, 41, 48, see entry 13.



health nurse spends two days every week in town, during which time she cooperates with the school physician in examining, vaccinating and visiting the homes of children of school age. She makes home visits in order to determine reasons for absence from schools, to explain the results of physical examinations, and to help in the correction of remedial defects. She visits schools at regular intervals, and discusses special problems with the teachers.<sup>1</sup> In addition she conducts clinics for diphtheria immunization and tuberculosis diagnosis, and renders maternity service.<sup>2</sup>

The nurse keeps no records.

#### XIX. INSPECTOR OF ANIMALS<sup>3</sup>

Since 1892 the selectmen have annually appointed an inspector of animals.<sup>4</sup> In 1939, this officer reported the inspection of over 900 animals and 60 barns as well as the quarantining of several cats, and dogs.<sup>5</sup>

The inspector keeps no records.

#### XX. INSPECTOR OF SLAUGHTERING<sup>3</sup>

Since 1915 the selectmen have appointed an inspector of slaughtering annually.<sup>6</sup> From 1916 to 1921 the officer was called inspector of meats, but there was no change in the nature of the office.<sup>7</sup>

The inspector keeps no records, but see entry 4-i for applications for licenses to slaughter animals 1934--.

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1. Annual Report, 1937, pp. 38, 46, 52; 1938, pp. 102-103, see entry 2.

2. Ibid., 1938, pp. 102-103.

3. For statutory origin and duties of this office, see City and Town Government in Massachusetts.

4. Town Records, fourth vol., 1878-1905, p. 258; seventh vol., 1936-41, p. 51, see entry 13.

5. Annual Reports, 1939, p. 25, see entry 2.

6. Town Records, fifth vol., 1906-20, p. 298; seventh vol., 1936-41, p. 51, see entry 13.

7. Annual Report, 1916, p. 12 to 1922, p. 11 passim, see entry 2.



XXI. BOARD OF HEALTH AGENT TO ISSUE BURIAL PERMITS<sup>1</sup>

Although the selectmen have relinquished most of their powers and duties pertaining to health to the Nashoba associated boards of health, they appointed in 1938 an agent to issue burial permits.<sup>2</sup> The appointment is made annually.<sup>3</sup>

119. (STUBS OF BURIAL AND REMOVAL PERMITS), 1937-- 1 vol.  
System estab. 1937.

Name, age, place of interment of deceased person; cause, place, date of death; number, date of permit; name of permittee, certifying physician. Arr. num. by permit no. No index. Hdw. on ptd. form 100 pp. 5½ x 4 x ½. Off. of Harris G. Field (town cl.), Walnut St.

XXII. CEMETERY COMMISSIONERS<sup>1</sup>

Prior to the establishment of this office, the selectmen or special committees, at the pleasure of the town meeting, took care of matters pertaining to the cemetery. From 1881 through 1901 three cemetery commissioners were elected annually.<sup>4</sup> Since 1901 they have served three-year terms, one new member taking office each year.<sup>5</sup>

120. RECORDS PERTAINING TO (Lots and) GRAVES IN SOUTH BERLIN (Pleasant St.) CEMETERY, 1860-- 1 vol. System estab. 1860.  
Name of lot owner, lot number, number of graves in lot; name, age, date of death of person interred. Arr. num. by lot no. No index. Hdw. 200 pp. 11 x 10 x 1. Res. of Waldo Wheeler (secy.), Summer Rd.

121. (RECORD OF CEMETERY TRUST FUND ACCOUNTS), 1892-- 2 vols.  
System estab. 1892.  
Name, date of establishment of fund; amount of principal, annual interest; names of donor and payees; amount, date of expenditure. Arr. by name of payee and thereunder chron. by date of expenditure. No index. 100 pp. 8 x 5 x 1. Res. of Rober E. Taylor (town treas.). Central St.

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Annual Report, 1938, p. 4, see entry 2.

3. Ibid., 1939, p. 4.

4. Town Records, fourth vol., 1878-1905, pp. 47, 402, see entry 13.

5. Ibid., p. 421; Annual Report, 1939, p. 4, see entry 2.



XXIII. BURIAL AGENT<sup>1</sup>

The position of burial agent is of recent origin, the first such officer having been appointed by the selectmen in 1931.<sup>2</sup> Appointment has been made annually since that time.<sup>3</sup>

The agent keeps no records.

XXIV. SUPERINTENDENT OF STREETS<sup>1</sup>

Seven highway surveyors were elected for a one-year term in 1812, when the town of Berlin was incorporated, and were elected annually thereafter in numbers varying from seven to ten.<sup>4</sup> In 1871 the title of this office was changed to commissioner of roads and bridges, and the number limited to five, one from each district.<sup>5</sup> Five were chosen annually through 1887, with the exception of the single year 1874, when only one was elected. From 1888 through 1900 three commissioners were elected, one annually, for three-terms.<sup>6</sup> In 1901 the town voted to eliminate the office of commissioner of roads and allowed the selectmen to appoint a superintendent of streets.<sup>7</sup> The following year, however and through 1922, a highway surveyor was elected annually to manage the roads.<sup>8</sup> Since 1923 he has been replaced by a superintendent of streets appointed annually by the selectmen.<sup>9</sup>

Except where otherwise noted, all records are in the residence of Chester A. Howe, Pleasant Street.

122. DAY BOOK, 1936--. 36 vols.

Employees' time sheets: Name of employee, day of week, number of hours worked each day; total hours for week, month. Arr. chron. by day. No index. Hdw. on ptd. form. 25 pp. 6 x 4 x  $\frac{1}{4}$ .

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, sixth vol., 1921-35, p. 333, see entry 13.

3. Ibid., seventh vol., 1936-41, p. 51; Annual Report, 1938, p. 5.

4. Town Records, first vol., 1784-1831, p. 200, see entry 13.

5. Ibid., third vol., 1856-77, pp. 214, 315.

6. Ibid., p. 375; fourth vol., 1878-1905, p. 167.

7. Ibid., pp. 400-403.

8. Ibid., p. 422.

9. Ibid., sixth vol., 1921-35, p. 55; Annual Report, 1939, p. 4, see entry 2.



123. (WARRANTS AUTHORIZING PAYMENTS), 1936--. 4 bcls. Prior records destroyed.

Copies of orders to pay for road work, machinery, repairs: Name of payee, department charged; amount, purpose, date of expenditure; total expenditures, date of warrant. Arr. chron. by date of warrant. No index. Hdw. on ptd. form. 13 x 10 x 1½.

124. (RECORD OF HIGHWAY LABORERS' PAY ROLL), 1911-13. 4 vols. Name of laborer, number of hours worked, rate of pay; total weekly hours, amount of pay; date of payment, signature of laborer. Arr. alph. by name of laborer. No index. Hdw. 150 pp. 8½ x 7 x ½.

125. (COUNTY HIGHWAY MAPS), 1927, 1930, 1933, 1937. 9 maps. Engineering maps showing relocations and alterations of county highways in Berlin. Draftsman, L.O. Marsden. Place of publication, publisher unknown. Blueprint. 1":40'. 48 x 24. Bsmt. safe, Berlin Free Public Lib.

#### XXV. MOTH SUPERINTENDENT<sup>1</sup>

In 1909 the selectmen appointed an agent for the suppression of gypsy and browntail moths.<sup>2</sup> In 1913 this officer became known as moth superintendent.<sup>3</sup> Since 1916 it has been the custom to appoint as moth superintendent the person who is elected tree warden at the annual town meeting; but technically he is always appointed annually by the selectmen.<sup>4</sup>

The superintendent keeps no records.

#### XXVI. CONSTABLE<sup>1</sup>

Since the time of Berlin's incorporation as a town, one constable has been elected annually.<sup>5</sup> Since 1922 he has been appointed by the selectmen as chief of police.<sup>6</sup>

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Annual Report, 1909, p. 26, see entry 2.

3. Ibid., 1914, p. 11.

4. Ibid., 1916, pp. 28, 29; Town Records, fifth vol., 1906-20, p. 315, see entry 13.

5. Town Records, first vol., 1784-1831, p. 200, see entry 13; Annual Report, 1939, p. 3, see entry 2.

6. Ibid., 1922, pp. 4, 9; 1939, pp. 3, 4.



The constable keeps no records.

## XXVII. POLICE DEPARTMENT<sup>1</sup>

The police department in Berlin was not formally organized until 1922, when the selectmen appointed a chief of police.<sup>2</sup> From that year until the present the selectmen have appointed as chief the man elected constable at the town meeting.<sup>3</sup>

The town has no regular police, but special police, varying in number according to the need for them, are appointed annually by the selectmen, and are under the supervision of the chief.<sup>4</sup>

126. (DAILY RECORD OF DEPARTMENTAL ACTIVITIES), 1933--. 1 vol. Record of arrests, complaints, investigations, accidents, showing names of parties involved, facts of case, date of entry. Arr. chron. by day. No index. Hdw. 365 pp. 10½ x 8 x 1. Res. of Clyde E. Rogers (chief), West St.

## XXVIII. DOG OFFICER<sup>1</sup>

This office did not come into existence until 1933, when a dog officer was first appointed by the selectmen.<sup>5</sup> Appointment has been made annually since the time.<sup>6</sup>

127. DOGS, 1935--. 2 bdls. Copies of reports to selectmen on disposal of vicious dogs; showing breed, sex, description of dog; date of capture, confinement or killing of dog; place, period of confinement; cost of care, custody; signature of dog officer, date of report. Includes dog officer's correspondence. Arr. chron. by date of report. No index. Hdw. on ptd. form. 11 x 8 x ½. In file cabinet, town officers' rm., T.H.

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, sixth vol., 1921-35, p. 28, see entry 13.

3. Ibid.; Annual Report, 1939, p. 4, see entry 2.

4. Ibid., 1922, p. 9 to 1939, p. 4 passim.

5. Town Records, sixth vol., 1921-35, p. 448, see entry 13.

6. Annual Report, 1939, p. 4, see entry 2.



XXIX. FIRE ENGINEERS<sup>1</sup>

Under the provisions of an act passed in 1920,<sup>2</sup> the selectmen appointed a chief of the fire department annually from 1921 through 1927.<sup>3</sup> Since 1928 the selectmen have appointed three fire engineers annually, one of whom they designate as chief engineer.<sup>4</sup>

128. RECORDS (of Engineers' Minutes of Meetings), 1928--. 1 vol. Discussion and decisions on methods of fighting fires, reports of inspection of alarm system, purchase of apparatus, appointment of firemen, pensions, recommendations, date of meeting. Arr. chron. by date of meeting. No index. Hdw. 250 pp. 12-x 9 x 1. Res. of Charles Nutting (secy. of department), Carter St.

129. (RECORD OF FIRES), 1930--. 1 f. b. System estab. 1930. Name, address of property owner; location, cause, date, time of fire; amount of damage. Arr. chron. by date of fire. No index. Hdw. on ptd. form. 7½ x 9½ x 12. Res. of Clifford H. Wheeler (chief eng.), Sawyer Hill Rd.

XXX. TREE WARDEN<sup>1</sup>

Since 1900 the town meeting has elected a tree warden annually.<sup>5</sup>

130. ACCOUNT BOOK, 1924--. 1 vol. Record of expenditures for materials and labor for extermination of moths and for cutting trees: Name of payee; amount, accounting, date of expenditure. Arr. chron. by date of expenditure. No index. Hdw. 100 pp. 8½ x 7 x ½. Res. of Walter J. Allen (warden), Linden St.

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Acts, 1920, ch. 591, sec. 27.

3. Town Records, sixth vol., 1921-35, pp. 189-190, see entry 12.

4. Ibid., sixth vol., 1921-35, p. 201; Annual Report, 1939, p. 5, see entry 2.

5. Town Records, fourth vol., 1878-1905, p. 383; seventh vol., 1936-41, p. 48, see entry 13.



XXXI. FOREST WARDEN<sup>1</sup>

One fire warden was elected annually from the time of the town's incorporation in 1812 through 1881. In 1882 the office became appointive.<sup>2</sup> In 1887 the number of "forest fire wards" was increased to three,<sup>3</sup> and in 1907 their title was changed to "forest wardens."<sup>4</sup> Since 1916 the selectmen have appointed a forest warden annually, who is also designated as chief engineer of the fire department.<sup>5</sup>

## 131. (EXPENDITURES), 1913-14. 3 vols.

Record of expenditures for fighting forest fires: Name of payee; location, date of work; amount of monthly entries, yearly total, signature of payee. Arr. alph. by name of payee. No index. Hdw. 84 pp. 7 x 4 x  $\frac{1}{2}$ . Sel. safe, town officers' rm., T.H.

XXXII. SEALER OF WEIGHTS AND MEASURES<sup>1</sup>

A sealer of weights and measures was elected annually from 1787 through 1914.<sup>6</sup> Since 1915 he has been appointed annually by the selectmen.<sup>7</sup>

## 132. SEALER'S RECORD, 1930--. 1 vol. System estab. 1930.

Record of inspection of weighing and measuring devices: Name of owner, type of device; results, date of inspection. Arr. chron. by date of inspection. No index. Hdw. 85 pp. 22 x 11 $\frac{1}{2}$  x  $\frac{1}{2}$ . Res. of Herman L. Sawyer (sealer), Linden St.

133. CERTIFICATES OF PERMITS (for Weighing Devices), 1914--.  
6 bdls.

Name of owner, type of device; results, date of inspection; date of permit. Arr. chron. by date of inspection. No index. Hdw. on ptd. form. 10 x  $\frac{1}{2}$  x  $\frac{1}{2}$ . Sel. safe, town officers' rm., T.H.

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 200; fourth vol., 1878-1905, p. 63, see entry 13.

3. Ibid., p. 149.

4. Acts, 1907, ch. 475, secs. 1-8.

5. Town Records, fifth vol., 1906-20, p. 351; sixth vol., 1921-35, pp. 189-190; see entry 13; Annual Report, 1939, p. 4, see entry 2.

6. Town Records, first vol., 1784-1931, p. 41; fifth vol., 1906-20, p. 298, see entry 13.

7. Ibid., p. 298; Annual Report, 1939, p. 4, see entry 2.



XXXIII. PUBLIC WEAIGHERS<sup>1</sup>

From 1875 through 1914, three public weighers were elected annually.<sup>2</sup> In 1915 the office became appointive; since that time the selectmen have chosen from three to eight weighers annually.<sup>3</sup> In 1939 the number of appointees was two.<sup>4</sup>

The weighers keep no records.

XXXIV. MEASURERS OF WOOD AND BARK<sup>1</sup>

These officers have been variously called measurers of wood, surveyors of wood and bark, and measurers of wood and bark. The original measurer of wood was elected in 1817, and from two to four measurers were elected annually thereafter through 1914, with the exception of a period from 1820 through 1834, when, in all probability they were appointed by the selectmen.<sup>5</sup> Since 1915 the selectmen have appointed three measurers of wood and bark annually, with the exception of 1938 when four, and 1939, when five were appointed.<sup>6</sup>

The measurers keep no records.

XXXV. FIELD DRIVERS<sup>1</sup>

At a district meeting in 1801, two field drivers were elected.<sup>7</sup> One or two field drivers were elected annually through 1914, but since that time the selectmen have appointed three annually.<sup>8</sup>

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, third vol., 1856-77, p. 387; fifth vol., 1906-20, p. 266, see entry 13.

3. Ibid., p. 298; Annual Report, 1920, p. 10 to 1938, p. 5 passim, see entry 2.

4. Ibid., 1939, p. 5.

5. Town Records, first vol., 1784-1831, pp. 247, 281; second vol., 1834-56, p. 50; fifth vol., 1906-20, p. 298, see entry 13.

6. Ibid., seventh vol., 1936-41, p. 51; Annual Report, 1938, p. 4; 1939, p. 4, see entry 2.

7. Town Records, first vol., 1784-1831, p. 132, see entry 13.

8. Ibid., pp. 162, 171, 401; second vol., 1834-56, p. 142; fifth vol., 1906-20, p. 298; seventh vol., 1936-41, p. 51.



The field drivers keep no records.

#### XXXVI. FENCE VIEWERS<sup>1</sup>

The first fence viewer was elected at a district meeting in 1784.<sup>2</sup> Two were elected annually from 1785 through 1814.<sup>3</sup> The number varied between two and three from 1815 through 1834, but since that time three fence viewers have been elected annually.<sup>4</sup>

#### 134. RECORD OF PERAMBULATIONS OF TOWN LINES - FENCE VIEWERS RETURNS - DIVISION OF FENCES, 1772-1890. 1 vol.

Contains record of perambulation of town lines, showing same information as in entry 39-vii, and record of fence divisions agreements, showing same information as in entry 40-iv. Returns and divisions arr. by date of agreement; perambulations arr. by date of perambulation. No index. Hdw. 200 pp. 8½ x 7 x 1. Town va., Berlin Free Public Lib.

#### XXXVII. MODERATOR<sup>1</sup>

A moderator was elected for every district and every town meeting until 1915, when a moderator was elected for a one-year term.<sup>5</sup> Since that time he has been elected annually.<sup>6</sup>

The moderator keeps no records.

#### XXXVIII. COMMITTEE FOR TOWN HISTORY

At a special meeting held August 31, 1938, the town voted that a committee of three be appointed by the moderator to investigate the matter of having the Federal writers' project write a history of Berlin

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 4.

3. Ibid., pp. 15, 232.

4. Ibid., p. 281; second vol., 1834-56, p. 50; Annual Report, 1939, p. 4, see entry 2.

5. Town Records, first vol., 1784-1831, p. 2; fifth vol., 1906-20, p. 295, see entry 13.

6. Annual Report, 1939, p. 13, see entry 2.



from 1895 to the present.<sup>1</sup> This history is now being written by the writers' project, but the committee is continuing in office until the work is finished.

The committee keeps no records.

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1. Ibid., 1938, p. 16.



PART C. DEFUNCT OFFICES

XXXIX. SURVEYORS OF LUMBER<sup>1</sup>

At the first district meeting held in 1784, one surveyor of boards and shingles was elected.<sup>2</sup> One was elected annually thereafter until 1840, when the office was called surveyor of lumber, and from 1840 to 1915, when the office was abolished, from two to four were elected annually.<sup>3</sup>

No records have been found for this office.

XL. HOG REEVES<sup>1</sup>

This office was created in district days, in 1784, when two hog reeves were elected for a one-year term.<sup>4</sup> Thereafter, from two to nine officers were elected annually, through 1834, after which the office went out of existence.<sup>5</sup>

No records have been found for this office.

XLL. TITHINGMEN<sup>1</sup>

From the incorporation of the district through 1831 two tithingmen were elected annually.<sup>6</sup> In 1832 the town voted to dispense with these officers, but the following year, and continuing through 1841, four were elected annually, with the exception of 1836, when three were

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1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

2. Town Records, first vol., 1784-1831, p. 4, see entry 13.

3. Ibid., second vol., 1834-56, p. 154 to fifth vol., 1906-20, p. 298 passim.

4. Ibid., first vol., 1784-1831, p. 4.

5. Ibid., second vol., 1834-56, p. 39.

6. Ibid., first vol., 1784-1831, p. 4.



## Tithingmen

elected.<sup>1</sup> The town records are silent concerning this office after 1841.

No records have been found for this office.

XLII. CULLER OF HOOPS AND STAVES<sup>2</sup>

The first culler of hoops and staves was elected at the first district meeting in 1784.<sup>3</sup> One was elected annually through 1913, with the exception of 1818 and 1819 when two "cullers of hoops, staves, and lumber" were elected.<sup>4</sup> The office has been obsolete since 1914.

No records have been found for this office.

XLIII. SEALER OF LEATHER<sup>2</sup>

This office began with the incorporation of the district and endured through 1914, with one sealer being elected annually.<sup>5</sup>

No records have been found for this office.

XLIV. POUND KEEPER<sup>2</sup>

The first pound keeper was elected in 1797, in the district period.<sup>6</sup> He was elected annually thereafter through 1914.<sup>7</sup> From 1915 through 1917, he was appointed by the selectmen annually, but the office thereafter became defunct.<sup>8</sup>

No records have been found for this office.

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1. Ibid., second vol., 1834-56, pp. 3, 26, 63, 75, 178.

2. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.

3. Town Records, first vol., 1784-1831, p. 4, see entry 13.

4. Ibid., p. 256, 265 to fifth vol., 1906-20, p. 201.

5. Ibid., first vol., 1784-1831, p. 4; fifth vol., 1906-20, p. 201.

6. Ibid., first vol., 1784-1831, p. 21.

7. Ibid., p. 111; fifth vol., 1906-20, p. 298.

8. Ibid., p. 400.



XLV. THIEF DETECTORS<sup>1</sup>

Five thief detectors, one of them the constable, were appointed by the selectmen in 1841.<sup>2</sup> This is the only mention in the town records of this office.

No records have been found for this office.

XLVI. COMMISSIONER OF PUBLIC BUILDINGS<sup>1</sup>

From 1866 through 1870 a commissioner of public buildings was elected annually.<sup>3</sup> For a period of ten years thereafter, the selectmen attended to the inspection of town buildings,<sup>4</sup> then in 1882 a commissioner of public buildings was again elected.<sup>5</sup> In 1884 and 1885 the town voted not to elect a commissioner, but to empower one person in each district to look after the schoolhouses.<sup>6</sup> Finally, in 1904, it was voted to dispense with these elections.<sup>7</sup>

No records have been found for this office.

## APPENDIX

## STATE ARCHIVES RELATING TO BERLIN

The following manuscripts are found in a folder labeled "Acts 1783, chapter 47", in the State Archives, State House, Boston.

1. (COPY OF VOTE TO SET OFF SOUTH PARISH OF TOWN OF BOLTON AS A SEPARATE TOWNSHIP, AND APPOINTMENT OF A COMMITTEE TO PETITION FOR GRANTING OF THIS VOTE), Oct. 23, 1781, Feb. 11, 1782. 1 sheet.
- At a legal meeting of the inhabitants of the town of Bolton, October 23,

- 
1. For the statutory origin and duties of this office, see City and Town Government in Massachusetts.
  2. Ibid., second vol., 1834-56, p. 178.
  3. Town Records, third vol., 1856-77, pp. 211, 314, see entry 13.
  4. Ibid., p. 352.
  5. Ibid., fourth vol., 1878-1905, p. 63.
  6. Ibid., pp. 93, 115.
  7. Ibid., p. 458.



1781, it was voted to set off and incorporate the South Parish in Bolton as a separate town on the following conditions: First, that they pay their proportionable part of all such debts and contracts that may be due when they shall be incorporated; that they shall take their proportion of the poor who were being supported by said town at that time, and if it so happened that any poor person or persons were brought back to said town for maintenance, they were to be supported by that part of the town whereof they were inhabitants; second, that they be entitled to one-third part of the town stock of arms and ammunition; third, that they choose a representative jointly with said town. Signed by Nathaniel Longley, town clerk. At a legal meeting of the inhabitants of the town of Bolton, February 11, 1782, Ephriam Fairbanks, Nathaniel Longley and James Goddard were chosen as a committee to petition to the General Court that the South Parish be incorporated into a separate township. Hdw. 1 p. 6 x 8.

2. (VOTE TO INCORPORATE PART OF THE TOWN OF MARLBORO WITH THE SOUTH PARISH IN THE TOWN OF BOLTON), Jan. 14, 1782.  
1 sheet.

At a legal meeting of the inhabitants of the town of Marlboro, on January 14, 1782, by an adjournment from the 7th of said month, it was voted that David Taylor, Silas Carly, Job Spafford, John Brigham, Edward Johnson, Silas Jewell, Jr., and Ebenezer Worster, and the lands belonging to them, according to their petition, be separated from said town, in order to be incorporated with the South Parish in the town of Bolton, provided that they pay all their taxes to Marlboro as usual until a new valuation be taken or until the General Court ordered the amount of the estates aforesaid and the number of polls thereon to be deducted from said town of Marlboro and added to said parish in said town of Bolton. Signed by Winslow Brigham, town clerk. Hdw. 1 p. 6 x 8.

3. (PETITION TO REMONSTRATE AGAINST THE ESTABLISHMENT OF THE SOUTH PARISH IN THE TOWN OF BOLTON AS A SEPARATE TOWN OR DISTRICT), Feb. 25, 1782. 2 sheets.

Several inhabitants of the town of Bolton petitioned to the General Court to remonstrate against the establishment of the Second Parish of said town as a separate town or district for the following reasons: First, it took away the special privilege given in the incorporation of said parish which allowed any person in either parish to return their names in the month of September to the first or second parish and pay ministerial tax to whichever parish they sent their names; second, the town meeting was poorly attended, and that only 30 persons voted said parish off as a separate town; third, said petitioners felt that since said parish consisted of about 60 dwelling houses, it was too small to be set off as a separate town; fourth, said petitioners felt that the inhabitants of said parish would not wish to sacrifice said privilege by being set off as a separate town; fifth, that if said court, having considered this remonstrance, still felt that said parish should be set off as a



separate town, said privilege given to said town in the incorporation of said parish be continued. (After this remonstrance had been drafted, there was another meeting to see if said town should choose a committee to present said petition to said court; but only six or seven persons from the North Parish attended the meeting.) Hdw. 3 pp. 7½ x 12½.

4. (PETITION FOR ABATEMENT OF TAXES), Mar. 4, 1782. 1 sheet. William Sawyer, Robert Barnard, Samuel Blood, Obijah Pollard, Oliver Pollard, Simon Hemenway, Jonas Houghton, Sr., Jonas Houghton, Jr., William Moors, Jonathan Moore, Samuel White, and other inhabitants of the First Parish in the town of Bolton who had returned their names to the Second Parish in said town as being agreeable to the incorporation of said parish, petitioned to the inhabitants of said Second Parish that whereas they considered that having to pay for the settlement and back salary of the Reverend Mr. Puffer as incompatible with reason and justice and contrary to the true intent and meaning of the privilege given in said incorporation, the taxes, except the stipulated proportion in one year's salary, be abated. Hdw. 1 p. 6½ x 8½. (Acts, 1783, ch. 47.)

5. (COPY OF VOTES TAKEN AT TOWN MEETING OF THE SOUTH PARISH IN THE TOWN OF BOLTON), Apr. 8, 1782. 1 sheet. At a legal meeting of the inhabitants of the town of Bolton, April 8, 1782, it was voted that the committee, chosen by said town to petition to the General Court to set off the South Parish of said Bolton as a separate town, be requested by said parish to use their influence in effecting the establishment of a separate township; that said parish was willing to receive those persons from the town of Marlboro voted off for that purpose; that the name of said parish, when incorporated into a separate town, be "Norage." Signed by Jonathan Meriam, parish clerk. Hdw. 1 p. 6½ x 8½.

6. (PETITION FOR INCORPORATION OF THE SOUTH PARISH IN THE TOWN OF BOLTON AS A SEPARATE TOWN), Apr. 9, 1782. 1 sheet. Petition to the General Court by James Goddard and Nathaniel Longley, committee in behalf of the town of Bolton, stating that whereas in the year 1778 a part of said town was set off and incorporated into the South Parish, but this arrangement having proved unsatisfactory because some of the inhabitants were forced to travel eight miles to town meetings; and since the inhabitants were permitted to attend public worship in either parish upon the payment of their ministerial taxes for their polls and estates where they attended, provided they returned their names to the assessors of the chosen parish during the month of September, said petitioners requested that since said privilege failed to serve the end which was then proposed; since very dangerous consequences would result to both parishes if the existing arrangement continued; since many inhabitants were ready to join said parish if it were incorporated into a town; and since at a legal meeting in said town on October 23, 1781, it was voted to set off said parish as a separate town, said petition be granted according to the limits of said parish and upon the conditions contained in the vote of said town. Hdw. 1 p. 8 x 12.



7. (COPY OF PETITION TO GENERAL COURT TO BE SET OFF FROM THE TOWN OF MARLBORO, AND TO BE INCORPORATED WITH THE SOUTH PARISH IN THE TOWN OF BOLTON), Apr. 9, 1782. 1 sheet.

Whereas David Taylor, Silas Carly, Job Spafford, and John Brigham, inhabitants of the town of Marlboro, county of Middlesex, experienced difficulty in attending church services and public meetings because they lived nearly five miles from the meetinghouse in said town, said inhabitants submitted a petition to said town at their town meeting held in January last, to be set off from said town with their lands and some lands belonging to Edward Johnson, Silas Jewel, Jr., and Ebenezer Worster, nonresidents of said town, to be annexed to and incorporated with the South Parish in the town of Bolton into a town, said town of Marlboro having voted favorably on this request; and whereas said petitioners submitted said petition to said parish in said town of Bolton, asking to be received with their lands to be incorporated with them into a town, said town of Bolton also voted favorably on this request, wherefore said petitioners requested that said petition be granted, and that Ephraim Fairbanks, Nathaniel Longley, and James Goddard, committee for said town of Bolton for the incorporation of said parish into a town, or any one of said committeemen best suited, take charge of said petition and use their influence in having said petition granted. (The lands referred to in the vote of the town of Marlboro which is contained in said petition were attributed to Joseph Hale, Oliver Hale, David Taylor, Job Spafford, Silas Carly, Edward Johnson, and Ebenezer Worster; the polls were Joseph Hale, Oliver Hale, David Taylor, Job Spafford, and Silas Carly. Said petitioners requested that these lands and polls be deducted from the town of Marlboro and added to the South Parish in the town of Bolton when incorporated). Hdw. 2 pp. 7½ x 12.

8. (AGREEMENT TO WITHDRAW A REMONSTRANCE AGAINST THE SOUTH PARISH OF THE TOWN OF BOLTON, Feb. 19, 1783. 1 sheet.

A statement was submitted to the General Court by John Nurse, Jonas Houghton, Benjamin Houghton, Simeon Hathaway, and 25 other inhabitants of the town of Bolton, agreeing to withdraw a remonstrance which they signed against the South Parish in said town's being incorporated into a separate town or district, and stating that they were willing that said parish be incorporated, agreeable to a vote of said town of Bolton. Hdw. 1 p. 7½ x 12.

9. (AN ACT OF GENERAL COURT GRANTING PERMISSION TO INHABITANTS OF THE SOUTH PARISH IN THE TOWN OF BOLTON TO SUBMIT A BILL FOR ESTABLISHMENT OF SEPARATE TOWN OR DISTRICT), Feb. 28, 1783. 1 sheet.

In House of Representatives, on the petition of the inhabitants of the South Parish in the town of Bolton, county of Worcester, likewise a number of the inhabitants of the town of Marlboro, county of Middlesex, requesting that they, together with their lands, be incorporated into a separate town, it was resolved that said petition be so far



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granted that said petitioners have permission to submit a bill for the purpose of setting off said parish into a town or district from said town of Bolton as contained in a plan exhibited. Hdw. 1 p. 7½ x 10.

10. (BILL OF GENERAL COURT TO ESTABLISH TOWN OF NORTHBROOK),  
June 4, 1783. 2 sheets.

Bill establishing part of the towns of Bolton and Marlboro into a town by the name of Northbrook. In Senate, June 4, 1783, bill was not passed, but permission was given to submit a new bill. Hdw. 4 pp. 10 x 15.

11. (AN ACT OF GENERAL COURT INCORPORATING SOUTH PARISH OF THE  
TOWN OF BOLTON INTO THE TOWNSHIP OF BERLIN), Oct. 17, 1783.  
1 sheet.

An act incorporating the South Parish of the town of Bolton together with David Taylor, Silas Carly, Job Spafford, and John Brigham, inhabitants of Marlboro, with their estates, into a district town by the name of Berlin. The bill was not passed. Hdw. 1 p. 12 x 20.

12. (COPY OF CERTIFICATE REGARDING ESTABLISHMENT OF THE SOUTH  
PARISH OF THE TOWN OF BOLTON AS A DISTRICT), Feb. 23, 1784.  
1 sheet.

Certificate from Nathaniel Longley, clerk of the town of Bolton, stating that a legal meeting of the inhabitants of said town, it was voted that said town was agreeable that the South Parish should be incorporated as a district. Hdw. 1 p. 6½ x 3½.

13. (PETITION OF CERTAIN INHABITANTS OF THE TOWN OF MARLBORO TO  
THE GENERAL COURT FOR INCORPORATION AS A SEPARATE DISTRICT),  
Mar. 5, 1784. 1 sheet.

Petition of certain inhabitants of the town of Marlboro, stating that whereas the Senate did not consent to the incorporation of the South Parish in the town of Bolton and a part of said town of Marlboro into a separate town, said petitioners requested that in view of the possibility of the establishment of a separate district, the General Court consent to the incorporation of part of said town of Marlboro and of said parish as a separate district. Hdw. 1 p. 8 x 8½.

14. (AN ACT OF THE GENERAL COURT INCORPORATING THE SOUTH PARISH  
IN THE TOWN OF BOLTON AND A PART OF THE TOWN OF MARLBORO  
INTO THE DISTRICT OF BERLIN), Mar. 16, 1784. 2 sheets.

An act to incorporate the South Parish in the town of Bolton, together with David Taylor, Silas Carly, Job Spafford, and John Brigham, inhabitants of the town of Marlboro, with their estates, into a district by the name of Berlin, stating that whereas it appeared on representation to the General Court that it would be productive of public good, and to the benefit and satisfaction of the inhabitants and proprietors of said parish in said town of Bolton and to said inhabitants of said town of Marlboro should they be incorporated into a separate district, and that all persons immediately concerned were agreeable thereto, it was enacted that the lands described and included within certain boundaries with the inhabitants thereof be incorporated into said district of Berlin, said district being



invested with all the privileges and immunities of any district within the Commonwealth, provided always and it was further enacted that said district be required to pay their proportionable part of all public debts owned by said town of Bolton, exclusive of that part of said district which formerly was part of said town of Marlboro; and it was further enacted that said district pay its proportionable part of the expense of supporting the poor belonging to said town of Bolton; and it was further enacted that said district have a good right to claim and receive one equal third part of all public stock of arms and ammunition which belonged to said town of Bolton before the passing of this act; and it was further enacted that said district may join with said town of Bolton in the choice of a representative who could be an inhabitant either of said town or of said district; and it was further enacted that the inhabitants and proprietors of the land, which formerly belonged to that part of said district which was part of said town of Marlboro, be obliged to pay all taxes already assessed on them by said town of Marlboro; and it was further enacted that Samuel Baker be authorized to issue his warrant directed to some principal inhabitant of said district, requiring him to notify all inhabitants qualified to vote in town affairs to assemble at such time and place as he shall direct, to choose all such officers as districts are required by law to choose; and it was further enacted that said district be considered as belonging to the county of Worcester, and the easterly boundaries thereof being between the counties of Worcester and Middlesex. Passed March 16, 1784. Hdw. 2 pp. 7½ x 12.

15. (PETITION TO GENERAL COURT BY COMMITTEE IN BEHALF OF TOWN OF BOLTON TO ENFORCE PAYMENT OF PROPORTIONATE SHARE TOWARD SUPPORT OF POOR), Sept. 25, 1785. 2 sheets.

The town of Bolton by their committee, which consisted of David Nurse, Simon Houghton, and Samuel Blook, having shown that whereas a difficulty had arisen between said town and the district of Berlin, said town having vouched for the support of the poor by reason of the expense and disputes which might attend or follow such support, for although the act incorporating said district of Berlin required said district to pay their proportionable part of said expense of said town previous to its division, yet it did not expressly enjoin said district to pay said expense first mentioned; and although it was supposed to intend said payment, said district refused to pay or to contribute to its proportion; and whereas the method of compelling said payments was not mentioned in the act incorporating said district, said petitioners requested that said General Court consider the matter and make such provisions which would secure to said town said proportion of expenses. In Senate, February 14, 1787, read and with the papers accompanying submitted to Stephen Choate with such as the House of Representatives might join (choose) to hear and report. In House of Representatives, February 14, 1787, read and concurred, and Mr. Bickford and Mr. Stebbins were joined (chosen); February 19, 1787 referred to next session, parties then to be heard. In Senate, October 31, 1787, read and with the papers accompanying committed to Elijah Dunbar with such as the House of Representatives might join (choose) to hear the parties and report. In House of



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Representatives November 2, 1787, read and concurred, and Mr. Fox and Mr. Preble were joined (chosen). Hdw. 3 pp. 7 x 12.

16. (COPY OF AGREEMENT BY DISTRICT OF BERLIN TO PAY ITS PROPORTION TOWARDS THE SUPPORT OF THE WIDOW PIPER AND HER CHILDREN), Mar. 8, 1786, Apr. 3, 1786. 2 sheets.

At a legal meeting of the inhabitants of the district of Berlin, April 3, 1786, it was voted to accept the report of James Goddard, Barnabas Maynard, John Temple, and Henry Powers, committee of said district chosen to settle accounts with a committee from the town of Bolton, consisting of Nathaniel Longley, Micah Bush, and Jonathan Moors, said report being an agreement reached as follows: It was agreed by committees of said district and town that said district pay to said town £28, which sum was in full for said district's proportion of the charge of supporting the widow Mary Piper and her children, and of the charges which had arisen respecting same, said sum to have been paid in cash or obligations which were held by the inhabitants of said district against said town, March 8, 1786. Hdw. 1 p. 7½ x 12½.

17. (COPY OF AGREEMENT BETWEEN COMMITTEES OF DISTRICT OF BERLIN AND TOWN OF BOLTON REGARDING FINANCIAL TRANSACTION), Mar. 16, 1786.

At a meeting between James Goddard, Barnabas Maynard, John Temple, and Henry Powers, committee of the district of Berlin, and Nathaniel Longley, Micah Bush, and Jonathan Moors, committee of the town of Bolton, it was agreed that said town and district pay their proportion of debts due from said town at time of incorporation of said district; that said town and district take their proportion of all the money which was assessed in said town before the incorporation of said district, said assessments having remained in the hands of the constables to be estimated; that said constables pay within said district to the treasurer of said town whatever assessments had been committed to them by the assessors of said town in money or obligations which had been against said town at the time of the incorporation of said district; that whereas said constables who were within the limits of said district pay to the treasurer of said town the assessments which had been committed by the assessors of said town, it appeared that said district's proportion of said debt exclusive of said assessments was £76, said district to receive a discharge of same when paid to said treasurer; that said district indemnify said town for as large a sum of money or obligations held by the inhabitants of said district as the several constables had to pay to said treasurer until a complete settlement shall have been made; that said town have the benefit of all the money which appeared due to said town because of soldiers' or any other salaries to be paid; that regarding support of the poor, said town support John Diggins and his wife for life, that said district support Hezikiah Townsend for life, and that said town bear two-thirds of the expenses for the support of Nathan Butler, and that said district bear one-third of the expenses for the support of said Nathan Butler; that the town stock of arms and ammunition be divided between said district and town according to the incorporation of said district; that said



district receive one-third of the old continental money stored in the treasury of said town; and that said district pay all obligations held by its inhabitants, and also have the benefit of all town assessments committed to said constables of said district. Hdw. 1 p. 7½ x 12½.

18. (COPY OF VOTE OF INHABITANTS OF DISTRICT OF BERLIN APPOINTING A COMMITTEE TO CONFER WITH A COMMITTEE OF THE TOWN OF BOLTON REGARDING SUPPORT OF POOR, AND COPY OF AGREEMENT THERETO BY DISTRICT OF BERLIN), May 18, 1786, Oct. 16, 1786. 1 sheet.

At a legal meeting of the inhabitants of the district of Berlin, May 18, 1786, it was voted that Ephraim Fairbanks, Lieutenant James Goddard, and Colonel Silas Bailey be a committee to confer with a committee of the town of Bolton regarding support of poor who had been supported by said town, and that an agreement be reached with said committee of Bolton. Attested by John Temple, district clerk. At a legal meeting of the inhabitants of said district, October 16, 1786, it was voted that said district receive and support the poor who had legal settlement in said district; that said district be set off from said town and be incorporated; and that district clerk submit a copy of said vote. Attested by John Temple, district clerk. Hdw. 1 p. 7½ x 6½.

19. (COPY OF PETITION TO GENERAL COURT TO SETTLE DISPUTE BETWEEN TOWN OF BOLTON AND DISTRICT OF BERLIN), Sept. 25, 1786. 2 sheets.

Petition of David Nurse, Simon Houghton, and Simon Blood, committee of the town of Bolton, stating that whereas the difficulty between said town and the district of Berlin regarding the poor, who had to be supported by said district by reason of the expense and disputes which had arisen from said support, although the act incorporating such district required Berlin to pay its proportionate share of the expense of supporting the poor of said town previous to the establishment of said district, yet it had not required said district to pay the expense first mentioned, although it should have been paid; and whereas said district refused to pay for the support of said poor; and whereas said act of incorporation did not provide for a method of compelling said district to make said payments, said petitioners requested the General Court to take the matter into consideration and make such provision as may secure to said town such part of the expense first mentioned or has or may necessarily arise in manner as aforesaid, and give such other relief as may bring about the peace of said petitioners. In House of Representatives, October 5, 1786, with reference to the petition of said committee, ordered that said petition be so far granted that said petitioners serve the clerk or selectmen of said district with an attested copy of said petition with order of said court thereon to show cause at next sitting why petition should not be granted. In Senate, October 5, 1786, read and concurred. Hdw. 2 pp. 7½ x 11½.



20. (ORDER OF GENERAL COURT REGARDING SETTLEMENT OF DISPUTE BETWEEN TOWN OF BOLTON AND DISTRICT OF BERLIN), Oct. 5, 1786. 1 sheet.

In House of Representatives, October 5, 1786, on petition of David Nurse, Simon Houghton, and Samuel Blood, committee in behalf of the town of Bolton, ordered that the petition regarding said dispute be so far granted that said petitioners serve the clerk or selectmen of the district of Berlin with the order of said court thereon, at least thirty days before the third Wednesday of the next sitting of said court to show cause why said petition should not be granted. In Senate, October 5, 1786, read and concurred. Hdw. 1 p. 8 x 5 $\frac{1}{2}$ .

21. (APPOINTMENT OF DISTRICT OF BERLIN COMMITTEE TO OPPOSE PETITION OF TOWN OF BOLTON COMMITTEE, AND SUMMARY OF TOWN DEBT), Jan. 18, 1787. 1 sheet.

At a legal meeting of the inhabitants of the district of Berlin, January 18, 1787, it was voted that Samuel Baker, Lieutenant James Goddard, and Ephraim Fairbanks be a committee to appear at the General Court on the third Wednesday of the next sitting of said court to answer a petition of a committee on behalf of the town of Bolton; it was also voted that the major part of above-mentioned committee be authorized to answer as above said, and act on any matters regarding come. Signed by John Temple, district clerk. Obligations which held by the inhabitants of said district, March 16, 1786, more than the constables in said district had to pay to the treasury of said town, were 76:12.6:2, Berlin's proportion of the debts exclusive of the assessments was 21:3.4:3, for which said district was allowed 11:1:1, interest for two years which made 22:4.5:3, which sum was paid with 15:15:6 in cash to the treasurer of said town, which amounted to 128, regarding the widow Margaret Piper and her children. Hdw. 1 p. 7 $\frac{1}{2}$  x 6.

22. (REPORT OF CONGRESSIONAL COMMITTEE APPOINTED TO CONSIDER PETITION TO SETTLE DISPUTE BETWEEN TOWN OF BOLTON AND DISTRICT OF BERLIN), Feb. 19, 1787. 1 sheet.

Report of the Congressional committee to the General Court, stating that whereas the disputing parties desired that the settling of said dispute be referred to the next session of said court for further consideration, said petition and accompanying papers be referred accordingly. In Senate, February 19, 1787, read and concurred, Samuel Phillips, Jr., President of Senate. In House of Representatives, February 19, 1787, concurred, Artemus Ward, Speaker of the House of Representatives. Hdw. 1 p. 8 x 8 $\frac{1}{2}$ .

23. (COPY OF ORDER OF GENERAL COURT SETTING DATE FOR SETTLEMENT OF DISPUTE BETWEEN THE TOWN OF BOLTON AND THE DISTRICT OF BERLIN), July 6, 1787. 2 sheets.

In Senate, July 6, 1787, whereas the petition of David Nurse, Simon Houghton, and Samuel Blood, committee in behalf of the town of Bolton, with an answer from the District of Berlin and papers accompanying them were on February 19, 1787, referred to the next session of the General Court, at which time the parties were to be heard; but since it was a special session, the parties did not appear. It was therefore ordered that said papers be



referred to the third Wednesday of the next sitting of said court, at which time the aforesaid parties may be heard; and it was further ordered that said committee in behalf of said town serve the clerk of said district with a copy of this order. In House of Representatives, July 6, 1787, read and concurred. Certification on October 31, 1787, by justice of the peace that Samuel Blood, by order of said court, cited the clerk of said district by leaving the citation with the order of said court thereon. Parties cited September 26, 1787. Hdw. 2 pp. 7 $\frac{1}{2}$  x 12.



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## PUBLICATIONS OF THE HISTORICAL RECORDS SURVEY IN MASSACHUSETTS

Note: Except where noted, all volumes are published at the state headquarters of the Historical Records Survey, Sharp School, Pinckney & Anderson Streets, Boston, Mass.

- Abstract and Index of the Records of the Inferior Court of Pleas  
(Suffolk County Court) Held at Boston, 1680-1698, (iii, 224 pp., mim., 1940).
- American Portraits, 1620-1825, Found in Massachusetts, 2 vols., (iv, 254 pp. and 318 pp., mult. dupl., May, 1939).
- Brief History of the Town of Braintree in Massachusetts, 1640-1940, compiled and written for the Tercentenary Committee, Marion Sophia Arnold, ed., (64 pp., Boston, Thomas Todd Co., 1940).
- Calendar of the General Henry Knox Papers in the Boston Public Library, (ii, 19 pp., mult. dupl., May, 1939).
- Calendar of the Letters of Charles Robert Darwin to Asa Gray, (vii, 148 pp., mult. dupl., December, 1939).
- Calendar of the Ryder Collection of Confederate Archives at Tufts College, (v, 165 pp., mim., 1940).
- Diary and Journal, 1755-1807, of Seth Metcalf, (iii, 31 pp., mult. dupl., October, 1939).
- Description of the Manuscript Collections of the Massachusetts Diocesan Library, (ii, 81 pp., mult. dupl., February, 1939).
- Guide to Manuscript Depositories in Massachusetts, (ii, 160 pp., mim., September, 1939).
- Index to the Hampshire Gazette, 1786-1937, 3 vols., (vii, 213, 217, and 295 pp., mim., May, 1939).
- Index to the Proclamations of Massachusetts, 1620-1936, 2 vols., (xvii, 200 and 153 pp., mim., April, 1937).
- Inventory to the County Archives of Massachusetts, No. 5, Essex County, (ii, 370 pp., mim., December, 1937).
- Inventory of the Town and City Archives of Massachusetts, (Series)  
No. 6 Franklin County  
Vol. I Ashfield, (ii, 108 pp., mim., 1940).  
Vol. II Bernardston, (iii, 90 pp., mim., 1941).  
Vol. III Buckland, (ii, 74 pp., mim., 1940).



## List of Publications

Inventory of the Town and City Archives of Massachusetts, (Cont'd)No. 7 Hampden County

Vol. V Chicopee, (xi, 296 pp., mult. dupl., and mim.,  
October, 1939).

No. 10 Middlesex County

Vol. XXIX Maynard, (iii, 149 pp., mult. dupl., 1941).

No. 11 Norfolk County

Vol. I Avon, (ii, 83 pp. mult. dupl., May, 1939).

Vol. II Bellingham, (ii, 76 pp., mult. dupl., August, 1939).

Vol. IV Brookline, (v, 348 pp., mult. dupl., 1940).

Vol. XI Holbrook, (iii, 179 pp. mult. dupl., 1941).

No. 13 Suffolk County

Vol. I, Part 5 Boston, (v, 356 pp., mult. dupl., 1940).

No. 14 Worcester County

Vol. II Athol, (iii, 232 pp., mult. dupl., 1941).

Vol. III Auburn, (iii, 89 pp., mim. February, 1940).

Vol. IV Barre, (iii, 132 pp., mim. 1940).

Vol. V Berlin, (iii, 108 pp., mim. 1941).

Note: The following are reprints of the sketches of history and government for use in the respective public schools of the town concerned. Since they duplicate material already included in the respective city or town inventories, these reprints are not distributed separately to official depositories of Historical Records Survey publications.

Sketch of History and Government (reprints for use of public schools)No. 6 Franklin County

Vol. I Ashfield, (iii, 48 pp., mim., 1941).

Vol. III Buckland, (ii, 36 pp., mim., 1940).

No. 11 Norfolk County

Vol. IV Brookline, (ii, 74 pp., mult. dupl., 1940).

Vol. XI Holbrook, (iii, 54 pp., mult. dupl., 1941).

No. 14 Worcester County

Vol. IV Barre, (ii, 45 pp., mim., 1940).



